SELF STUDY REPORT

FOR

2nd CYCLE OF ACCREDITATION

SHAHEED RAJGURU COLLEGE OF APPLIED SCIENCES FOR WOMEN

VASUNDHARA ENCLAVE (ADJOINING CHILLA SPORTS COMPLEX) 110096
www.rajgurucollege.com

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

March 2021

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

The college, an institute of effective education and character-building was started in the year 1989 as a constituent college of the University of Delhi. The college, fully funded by Govt. of NCT of Delhi, started off in a school building with only 18 rooms. The main aim was to impart effective knowledge and specialized skills to girl students so that they could be employed by various industries and become economically independent. This was a unique experiment for both the University of Delhi as well as the government of NCT of Delhi. In 2012, after running for 23 years it moved to its new campus which has been blessed with an ambient setting sprawling over 9.5 acres of land.

The college offers 14 undergraduate programs. We constantly strive to provide an environment conducive in bringing out the best in the students. Further, the college has well equiped laboratories and has established itself as a premier scientific institute in India. We create an environment which is competitively intense and intellectually satisfying with comprehensive skills in different fields. We are also committed to bestowing adequate knowledge to students to train them to think and work logically, develop a spirit of critical enquiry, inculcate scientific temper, impart skills and make an individual relate knowledge to real life situations. Our institute strives for holistic development of students by giving them ample opportunities to participate in extension and social activities.

The college has invested our resources in putting in place modern teaching techniques, internet facilities and related recourses for the exclusive use for our students. The campus is Wi-Fi enabled with smart classrooms equipped with projection facilities and interactive monitors to make classes effective for all students with varied power of understanding and learning. The college has an open-air amphitheater, indoor auditorium, three-floored RFID enabled library, conference room, hostel accommodation for nearly 115 students and staff quarters. Our alumni are serving the nation with distinction in various fields. They have reached high echelons in various industries, securing challenging and highly paid positions in top ranking companies/ organizations in India and abroad.

Vision

To emerge as one of the nation's premire institute through continuous high academic standards, by forging strong industry-academia bond and playing a pioneering role in research and development. The aim is to serve society by nurturing professionals to conquer the present and future challenges of the socio-economic fabric of our society by dissemination of relevant knowledge through a structured learning system. The college strives to impart technical expertise, improve industrial links and holistic development through high quality applied learning.

Mission

To build and nurture a new generation of professionals by providing them education with a holistic perspective. To imbibe strong ethical values so that they can work as positive agents of change in the new millennium. It will be our endeavour to assimilate and disseminate practical strategies to future professionals and to encourage

their understanding of strategic perception to fulfill the mission of the organization in the fast – changing global environment.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

1. Constituent college of University of Delhi.
2. Dynamic IQAC striving for higher standards of quality in all aspects.
3. Committed faculty with diverse research expertise.
4. Sprawling, eco-friendly and peaceful premises.
5. Well-equipped laboratories with state of art instruments.
6. Wi-fi enabled campus.
7. Consistently good academic track record.
8. Sustained efforts for extension and outreach activites.
9. High level of interaction between faculty and students.
10. Pro-active linkages with other colleges and industry.
11. Numerous industrial linkages for providing summer internships and training to students.
12. International collaboration.
13. Interdisciplinary nature of programmes allows students to get the jobs in various industries.
14. Establishment of Innovation Incubation Center.
15. Entire campus under CCTV surveillance thereby ensuring safety and security of students and staff.
16. Hostel facility for out-station students.
17. Residential facility for teaching and non- teaching staff.
18. Strong and active alumni network.

Institutional Weakness

1. Recruitment of permanent staff has been delayed due to administration and funding issues.
2. Insufficient R&D projects in collaboration with industry.
3. Limited residential accommodation within campus.

Institutional Opportunity

1. College is well equipped for post graduate programmes especially in Food Technology and Instrumentation.
2. Development of central instrumentation facility to cater to the needs of industry and students of the other institutions.
3. Strengthen collaborations at National and International level.
4. To strengthen community outreach activities with government and non-government organizations.
5. To create entrepreneurs/ start-ups in various fields.

Institutional Challenge

1. To carry out research and development work on advancements in latest technologies with very limited funding for research.
2. Raising sufficient budgetary support.
3. Inspite of having global standard laboratories, the fast changing technology and industry requirements, provision for corpus for maintainenance and upgradation of sophisticated instruments is needed.
4. To support entrepreneure and start - up ideas of young minds and to run incubator with very limited funding.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

The vision of the college for learning, research and extension is very clear. It makes every possible effort to generate skilled human resources. Moving in this direction, the college has progressed from 5 programmes to 14 programmes in the last four years. It's important to mention here that curriculum is designed by the affiliating university, but the institution contributes in revising from time to time through faculty representations.

Teaching-learning is made more innovative and synergetic through interactive boards, LCD projectors and other ICT tools in additon to the traditonal way of teaching. The college has a RFID enabled library, laboratories and dedicated staff to transact the curriculum in the best possible manner.

Continuous internal assessments are conducted as per the modalities identified by the University of Delhi. The faculty participate in all activities related to the curriculum development i.e. through Committee of Courses, setting of question paper, design and development of curriculum for various programmes and assessment/ evaluation process of the University of Delhi.

Currently all programs have CBCS/ elective course system. There are numerous activities related to cross cutting issues as given in the SSR. There is experiential learning by way of innovative projects, field work and internships.

Regular freedback from students and alumni helps in identifyiying and improving problem areas.

Teaching-learning and Evaluation

The college caters to students coming from diverse socio-economic, cultural and geographical backgrounds. The students therefore, require learning-centric modes of pedagogy. At the commencement of each academic year, students are made familiar with the curriculum, marking schemes, criterion for internal assessment and the examination system of the university and college. The faculty recognizes the potential of students and tries to hone them through a slew of measures and activities.

Personalized learning cannot be attained without experiential learning. Concepts taught in theory classes are correlated with real-life situations. Hands-on training is imparted in the laboratories. Students are motivated to perform lab exercises beyond their curriculum and are encouraged to take up internships and trainings in the corporate world.

The college believes that Information and Communication Technologies (ICT) can be instrumental in experiential and participative learning. The college has ICT enabled classrooms and labs. The library of the college also has an area dedicated for students to learn through e-resources available using the intranet provided by the University of Delhi.

The college is proud of its highly qualified and experienced faculty. Many of them have won awards and scholarships at various levels. They are striving for continuous improvement and professional development. They encourage students to take up academic internships during vacations and motivate them to pursue research.

Continuous evaluation is done at frequent intervals. Feedback on assignments and tests are shared with the students to help them identify their shortcomings. Transparency in the internal assessment marks are ensured by the Monitoring Committee of the college. Grievances are addressed and redressed in a timely manner. Students are awarded for their exemplary academic achievements. The college has established a niche in the corporate world due to its distinguished alumnae who are well placed in India and around the globe.

Research, Innovations and Extension

The college has substantial focus on research & extension activities. It aims to establish its name for innovation, research and collaborations.

Faculties have been awarded with projects from various government & non-government organizations like Department of Biotechnology, Indian Council of Social Science Research, SERB, Department of Science & Technology and University of Delhi. In 2015-16, the college was awarded with maximum number of Innovation Projects from University of Delhi. These projects gave the students an opportunity for hands-on training in research at the undergraduate level itself and an insight to research.

The duly constituted Research & Ethical Committee ensures diligence and ethics in research activities.

Many of our faculty is actively involved in guiding students for Ph.D. and publish in peer-reviewed journals. They also contribute in writing chapters and books of International Standards and obtain patents.

The number of seminars, workshops and conferences organized are rising exponentially with time and keeps the faculty and students abreast with latest information.

The students are sensitized to social issues and carry out various extension activities. They adopt villages and work closely with the villagers to find solutions to their problems. The literacy drive imparts basic education to the underprivileged children and also involves them in other activities like sports, yoga, painting etc. Students also work towards conserving the environment and recycling of waste. They participate in campaigns like Swacchta Abhiyan, Right to Vote, Blood Donation, Health check-ups, Indian Road Safety, Self-defense, Career Counselling etc.

'Enactus' is an initiative of the students to identify, target and resolve the problems in the real world with creative and entrepreneurial solutions. Enactus has taken up the project "Pehchaan and Poshan", which deals with the upliftment and empowerment of the third gender and provide them with economic self-dependency.

The college is currently engaged in five MOUs for students and faculty exchange and is recognized by having

flagships programmes like UBA & IIC, ranking systems such as ARIIA & NIRF and organisations such as MSME in the area of extension activities, innovation and start-up support (Incubation).

Overall, the college is maintaining a balanced ecosystem of Research, Innovations and Extension.

Infrastructure and Learning Resources

College is housed in a spacious and modern constructed building sprawling over 9.5 acres at Vasundhara Enclave, Delhi. The campus has lush green lawns and gardens, a medicinal and herbal garden, and large number of fruit trees. The Administrative Block has the Principal's Office, Administrative Office, Accounts Office, a Conference Room and a Committee Room.

It has a fully automated, RFID enabled library, equipped with latest ICT requirements having a large reading room, internet enabled workstations with many computers. More than 20500 printed books, close to 1,35,000 e-books, 11 printed journals, many scientific encyclopaedia and periodicals covering all aspects of fundamental and applied sciences are also accessible to the students.

The four-floored Academic Block houses all the 14 departments with well-equipped laboratories, ICT enabled seminar rooms and lecture theatres on each floor for smooth conduct of theory and practical classes. College canteen, gymnasium and indoor sports are also part of the Academic Block.

The college has a multi-purpose centrally air-conditioned auditorium with a spacious stage, perfect for hosting various intra and inter-college events. Another architectural delight of the college is its beautifully designed open-air amphitheatre, with a capacity of over 1000 audience.

The college has a sports ground with facilities for volleyball, kho-kho and badminton, athletics events, yoga, aerobics and march-past.

The hostel and staff quarters are part of the college campus. The college ensures regular maintenance, upkeep and betterment of all infrastructural facilities.

Student Support and Progression

The college looks after the all-round development of students which is of paramount importance to it. Every year, the college hosts various intra and inter-college cultural and sports competitions and cultural activities for the students. The elected student council works under the guidance of the faculty. It functions in coordination with student societies, who represent nd win accolades for the college at various intra and inter university events. It also engages students in several co-curricular and extra-curricular activities.

Student representatives also participate in administrative activities such as Admissions, Orientation Day, Discipline Resource Committee (DRC), College Complaint Committee and Gender Sensitisation Committee etc.

All the departments continuously engage their students in different programmes intended to hone their soft skills and ICT skills. The placement cell works diligently to place students in different industries. Students who aspire to pursue higher studies are guided by their respective departments for competitive exams and also

counselled for making career choices. Students also qualify in several state, national and international examinations like JAM/GATE/GMAT/CAT/GRE/TOEFL/Civil Services/State PSCs.

Meritorious students who belong to economically weaker sections are given fee concession. Some students are also benefited with several government and non-government scholarships. The college ties with the alumni are strengthened by the alumni cell which maintains the alumni data and keeps the alumni updated about the college achievements.

The internal complaint committee and anti-ragging committee ensure transparent and timely redressal of students' grievances.

Governance, Leadership and Management

The governance and leadership of the college strives to attain its vision and mission in ensuring high academic and administrative standards. One of the ways to achieve this is through the culture of decentralization and participative management. The Governing Body of the college takes major decisions in a decentralized manner. College committees and the Staff Council takes respective decisions which leads to a decentralized form of management and governance.

Based on the strategic plan of the college, nine new courses have been added in the last four years, with increased faculty and student strength. In the current global digital era, e-governance has taken center stage in nearly all fields related to administration, accounts, student support and examinations.

Several welfare measures are taken for teaching and non-teaching staff of the college in the form of various concessions and financial support. The college organises FDPs, PDPs and other administrative programs for teaching and non-teaching staff from regularly. The Faculty also attends FDPs, Refresher and Short-term courses for professional development.

Performance Appraisal System is also put in place for the staff members as per the norms set up by the University of Delhi and UGC. To ensure zero misappropriation of funds external auditing by the C&AG is done with a proper grievance redressal mechanism in place, in case of any auditing objections.

The IQAC ensures best practices in governance and management by holding regular meetings, feedback analysis, internal audits and implementing reforms to ensure highest standards in academic and administrative excellence.

Institutional Values and Best Practices

The institute strikes a balance between its academic and social responsibilities. To strive for academic excellence, grounded in social responsibilities, is inculcated in the college environment. A conscious effort is made to be one with nature. Plantation drives, recycling of waste, use of renewable energy sources, promotion of environmental consciousness and sustainability; alternate sources of energy and energy conservation, management of waste, water conservation facilities, green campus initiatives, internal quality audits on environment and energy are some of the activities incorporated in the institute's regime.

Other aspects include inclusive environment in college, sensitization of students and employees on human

values, rights, duties, responsibilities, importance of celebrating festivals and national and international commemorative days. Gender equity and welfare of differently-abled is a prime concern in the college.

The institute regards its eco-friendly practices for inculcating green and clean environment as one of its best practices. Tree plantation drives, conservation of resources, waste reduction and management, awareness campaigns and mutual collaborations all help in achieving the college a green campus award.

Skill enhancement through collaborative learning is another best practice of the college. The college in its pursuit of holistic development offers various programs by collaborating with organizations like CISCO, IGNOU, Langma School of Languages etc. Collaborations with reputed research institutions like DBT, THSTI and Chandigarh University create scientific temper among students. Innovative ideas and projects are realized by students under the guidance of the Entrepreneurship Development Cell. The college offers international and national collaborations through MoUs and agreements.

The distinctive area to its priority and thrust is women empowerment. We believe in holistic empowerment of women with emphasis on academic excellence, social empowerment, awareness about environmental issues, skill development, awareness about women rights and collaboration with other universities for a better tomorrow.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	SHAHEED RAJGURU COLLEGE OF APPLIED SCIENCES FOR WOMEN
Address	Vasundhara Enclave (Adjoining Chilla Sports Complex)
City	Delhi
State	Delhi
Pin	110096
Website	www.rajgurucollege.com

Contacts for Communication					
Designation	**Name**	**Telephone with STD Code**	**Mobile**	**Fax**	**Email**
Principal	Dr Payal Mago	011-22623503	8800672660	011-2262350 4	principal@rajguru. du.ac.in
IQAC / CIQA coordinator	Venika Gupta	011-22623505	9953469945	011-2262350 2	venika_likes@yah oo.com

Status of the Institution	
Institution Status	Constituent

Type of Institution	
By Gender	For Women
By Shift	Regular

Recognized Minority institution	
If it is a recognized minroity institution	No

Establishment Details	
Date of establishment of the college	01-01-1989

University to which the college is affiliated/ or which governs the college (if it is a constituent college)		
State	**University name**	**Document**
Delhi	University of Delhi	View Document

Details of UGC recognition		
Under Section	**Date**	**View Document**
2f of UGC	21-05-1996	View Document
12B of UGC	21-05-1996	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	**Recognition/Approval details Institution/Department programme**	**Day,Month and year(dd-mm-yyyy)**	**Validity in months**	**Remarks**
No contents				

Details of autonomy	
Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	**Address**	**Location***	**Campus Area in Acres**	**Built up Area in sq.mts.**
Main campus area	Vasundhara Enclave (Adjoining Chilla Sports Complex)	Urban	9.5	19250

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BSc,Biochemistry	36	XII	English	36	32
UG	BSc,Biomedical Science	36	XII	English	36	36
UG	BSc,Chemistry	36	XII	English	36	33
UG	BSc,Computer Science	36	XII	English	51	51
UG	BSc,Electronics	36	XII	English	36	31
UG	BBA,Financial Studies	36	XII	English	51	47
UG	BSc,Food Technology	36	XII	English	36	36
UG	BSc,Instrumentation	36	XII	English	36	32
UG	BMS,Management Studies	36	XII	English	51	50
UG	BSc,Mathematics	36	XII	English	51	51
UG	BSc,Physics	36	XII	English	51	43
UG	BA,Psychology	36	XII	English	51	48
UG	BSc,Statistics	36	XII	English	51	51
UG	BSc,Microbiology	36	XII	English	36	36

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0				0				130
Recruited	0	0	0	0	0	0	0	0	1	20	0	21
Yet to Recruit				0				0				109
Sanctioned by the Management/Society or Other Authorized Bodies				0				0				0
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit				0				0				0

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				36
Recruited	22	2	0	24
Yet to Recruit				12
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Technical Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				57
Recruited	14	4	0	18
Yet to Recruit				39
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	8	0	1	8	0	17
M.Phil.	0	0	0	0	2	0	0	1	0	3
PG	0	0	0	0	0	0	0	1	0	1

Temporary Teachers									
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	18	35	0	53
M.Phil.	0	0	0	0	0	0	2	6	0	8
PG	0	0	0	0	0	0	12	23	0	35

Part Time Teachers									
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	**Male**	**Female**	**Others**	**Total**
	2	9	0	11

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	0	0	0	0	0
	Female	233	369	0	0	602
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years

Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	0	0	0	0
	Female	75	88	47	22
	Others	0	0	0	0
ST	Male	0	0	0	0
	Female	11	11	9	3
	Others	0	0	0	0
OBC	Male	0	0	0	0
	Female	154	140	78	37
	Others	0	0	0	0
General	Male	0	0	0	0
	Female	336	367	162	155
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	1	0	0
	Others	0	0	0	0
Total		576	607	296	217

Extended Profile

1 Program

1.1

Number of courses offered by the Institution across all programs during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
339	281	192	153	102

File Description	Document
Institutional data in prescribed format	View Document

1.2

Number of programs offered year-wise for last five years

2019-20	2018-19	2017-18	2016-17	2015-16
14	14	14	8	5

2 Students

2.1

Number of students year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
1767	1466	1102	905	674

File Description	Document
Institutional data in prescribed format	View Document

2.2

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
336	273	273	149	87

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File Description	Document
Institutional data in prescribed format	View Document

2.3

Number of outgoing / final year students year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
604	286	205	410	44

File Description	Document
Institutional data in prescribed format	View Document

3 Teachers

3.1

Number of full time teachers year-wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
117	93	76	57	45

File Description	Document
Institutional data in prescribed format	View Document

3.2

Number of sanctioned posts year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
130	111	83	56	46

File Description	Document
Institutional data in prescribed format	View Document

4 Institution

4.1

Total number of classrooms and seminar halls

Response: 22

4.2

Total Expenditure excluding salary year-wise during last five years (INR in Lakhs)

2019-20	2018-19	2017-18	2016-17	2015-16
298.71	427.16	252.37	260.86	281.72

4.3

Number of Computers

Response: 794

4.4

Total number of computers in the campus for academic purpose

Response: 716
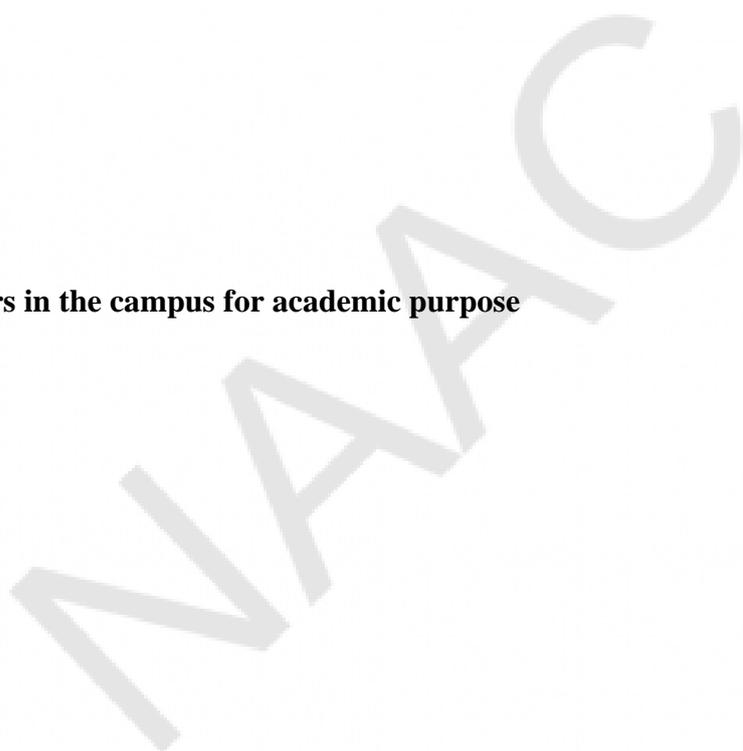
4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1 The Institution ensures effective curriculum delivery through a well planned and documented process

Response:

All the curricular aspects are governed by the ordinances, rules and regulations of University of Delhi. The vision of the college acts as a yardstick to implement the curriculum effectively, striving to satisfy the needs of stakeholders. Faculty, being members of Committee of Courses, have been directly involved in curriculum designing of CBCS and CBCS (LOCF), which has been recently introduced by the University.

Action Plan

- Academic Development Committee and Timetable Committee, constituent committees of staff council, plans and regulates the implementation process. ADC, with teacher-in-charges of all departments, finalizes the workload of the faculty as per the prescribed curriculum. Generic Elective courses are finalized before the commencement of respective semester.
- Skill Enhancement and Discipline Specific Elective Courses offered to the students are finalised before the beginning of respective semester. Students are guided for the same as per their career orientation.
- Timetable Committee defines viable slots for Generic Elective and Ability Enhancement Compulsory Courses in the timetable. Time table of all the programmes are uploaded on college website before the commencement of each semester.
- All learning activities are planned around the learning objectives for students to attain the desired learning outcomes.
- The Staff Council plans the activity calendar to coordinate academic, co-curricular and extra-curricular activities for each academic year.

Value Addition

- Each department dealinates a schedule for technical seminars, workshops, industrial visits etc. at the begining of the academic year.
- An interaction with industry and research organizations, regular alumni meet, seminars and lectures from eminent speakers adds value to the curriculum.
- Students are encouraged to takeup training and internship programs in other research institutions and industries. This initiative compliments the curriculum by inculcating research aptitude and provides hands on experience to the students.

Continuous Evaluation

- The Monitoring Committee has a well defined and documented procedure for continuous evaluation.
- Internal assessment, an integral part of curriculum, is undertaken transparently as per the

guidelines. Students are assessed through assignments, projects, class tests, group discussions, presentations etc.

- For practical sessions, students are evaluated on the basis of their performance and understanding.

Infrastructural Support

- The procedures for enhanement and maintenance of departments, sports and library equipments are well defined and documented.
- Fully automated, Radio Frequency Identification enabled and well stocked library, which subscribes to a large number of e – Resources through UGC-Infonet, DULIS e-Journal and NLIST of Inflibnet facilitate regular teaching and provide resource material to the students for their internship and research projects.

Monitoring

- Academic Supervisory Committee, takes feedback regarding the pedagogical skills of the faculty, which ensures effective transaction of the theoretical and practical aspects of the curriculum, in a well structured and planned manner.
- Regular feedback is taken from the students for curricular aspects, college infrastructure, administration matters etc.

File Description	Document
Link for Additional information	[View Document](#)

1.1.2 The institution adheres to the academic calendar including for the conduct of CIE

Response:

- Academic calendar as notified by the University of Delhi is followed strictly. Teaching plan is made such that each unit of the given course is completed successfully in the allocated time, taking semester break and other holidays into account.
- Continuous internal assessment is an integral component of CBCS with 25% weightage in theory and 50% weightage in practical. This is in confirmity with university guidelines and strictly followed for all the programmes in the college.
- The theory component comprises of tests, presentations, quiz, written assignments, prototype product making, projects etc. Multiple tests are conducted throughout the semester, covering the entire syllabus. Finally, the score is averaged out or best marks are considered for internal assessment. Continuous internal evaluation in practical class comprises of marks obtained from mock viva, product preparation (wherever applicable), record / practical files etc. Further, the regularity and sincerity of students while performing experiments is given due weightage.
- Class tests are announced well in advance. After evaluation, they are returned to the students and are discussed in class. Assignments and projects are allocated individually or in groups and evaluated. Their outcome/result are discussed with students.
- Question papers of previous years are discussed and are given as part of assignments and tests for practice.

- At the end of each semester, internal assessment of theory classes is compiled and cumulative assessment is displayed for the students. It is then submitted in the college office as per the schedule.
- Finally, the Moderation Committee compiles, rectifies and verifies the internal assessment marks of students of all the programmes. It is then uploaded on the portal assigned by the University of Delhi towards the end of each semester within the given time frame.
- Practical internal assessment marks are included in the final practical exam conducted in the college at the end of each semester. Total marks are then uploaded on the portal assigned by the University of Delhi.
- Examinations are held as per schedule and the results are declared by the University of Delhi timely.

File Description	Document
Link for Additional information	View Document

1.1.3 Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the last five years

1. **Academic council/BoS of Affiliating university**
2. **Setting of question papers for UG/PG programs**
3. **Design and Development of Curriculum for Add on/ certificate/ Diploma Courses**
4. **Assessment /evaluation process of the affiliating University**

Response: A. All of the above

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

1.2 Academic Flexibility

1.2.1 Percentage of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

Response: 100

1.2.1.1 **Number of Programmes in which CBCS/ Elective course system implemented.**

Response: 14

File Description	Document
Minutes of relevant Academic Council/ BOS meetings	[View Document](#)
Institutional data in prescribed format	[View Document](#)

1.2.2 Number of Add on /Certificate programs offered during the last five years

Response: 10

1.2.2.1 **How many Add on /Certificate programs are offered within the last 5 years.**

2019-20	2018-19	2017-18	2016-17	2015-16
5	2	1	0	2

File Description	Document
Institutional data in prescribed format	[View Document](#)
Brochure or any other document relating to Add on /Certificate programs	[View Document](#)

1.2.3 Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years

Response: 3.76

1.2.3.1 **Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
112	56	25	0	43

File Description	Document
Details of the students enrolled in Subjects related to certificate/Add-on programs	[View Document](#)

1.3 Curriculum Enrichment

1.3.1 Institution integrates crosscutting issues relevant to Professional Ethics ,Gender, Human

Values ,Environment and Sustainability into the Curriculum

Response:

College has several courses which integrate various cross cutting issues as part of their curriculum. These courses familiarize students towards socio-cultural issues and encourage them to find plausible solutions for building a better society and environment.

Gender Equality and Equal Opportunity: Contemporary India, Women and Empowerment, Marginalities in Indian Writing, Individual and Society are courses which engage with contemporary representations of women femininities, gender-parity and power**,** dealing with how gender norms intersect with other norms, such as those of caste, race, religion and community to create further specific forms of privilege and oppression. They introduce students to the various issues that face society today – caste, class, race, gender violence, and globalization**.** Youth Psychology, a Generic Elective Course inculcates sensitivity to issues related to youth with special emphasis on gender stereotypes and discrimination.

Environment and Sustainability: Environmental Studies, a compulsory course for all programmes, aims to sensitize students about various threats to the environment and guiding them for building self-sustainable environment. Other courses related to environment and safety are Bio-safety and Bioethics, Food Safety, Environmental Microbiology, Environmental Psychology and Green Chemistry. These courses deal with effects of contamination in food, water, soil, air etc. and the hazards associated with chemical substances and biomedical waste. Swachh Bharat Abhiyan, tree adoption drive, basic food handling and storage training for housekeeping and canteen staff, Eco-Club programmes, generation of compost, upkeep of herbal garden, recycling of waste paper, collection of e-waste, converting waste from food to value added products etc. connect students to the environment and encourage them to innovate ways for its conservation.

Human Value: Psychology of Individual Differences, Applied Social Psychology, Positive Psychology, Psychology of Peace, Psychology of Disability and Counselling Psychology are courses which emphasize upon self-reflection, understanding social problems, gaining knowledge about intervention strategies and create awareness about national, international peace and conflict. Yoga and Stress Management, Obesity Management are Generic Elective Courses which encompass various yogasanas, pranayams and satkarmas advocated for healthy living, health risks associated with obesity and ways to manage it. Human values are translated into action by various activities such as collection and distribution of stationery, books, winter clothes, sanitary pads etc.; orphanage and old age home visits, awareness programmes for slum-dwellers, health awareness seminars on menstrual hygiene, drug abuse and cancer, health check-up camps, blood donation camps and walkathons. Celebration of Independence Day, Republic Day, International Yoga Day, International Youth Day etc. bring home the message of truth, peace, right conduct and non-violence.

Professional Ethics: Entrepreneurship Development, Business Ethics and Corporate Governance, IPR for Biologist, Counselling Psychology are the courses which inculcate ethical values, leadership qualities, entrepreneurial mindset and knowhow of intellectual rights.

The college realizes the importance of cross-cutting issues and underlines their importance through various outreach activities, awareness camps, field programme, numerous co-curricular and cultural activities such as street-plays, theatre, declamations etc. which form an integral part of student life. Self-defence camps, legal literacy on sexual harassment, *Sehej*, a programme under Enactus to empower third gender

community sensitize students towards equal opportunity.

File Description	Document
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	[View Document](#)

1.3.2 Average percentage of courses that include experiential learning through project work/field work/internship during last five years

Response: 101.18

1.3.2.1 **Number of courses that include experiential learning through project work/field work/internship year-wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
339	281	192	153	108

File Description	Document
Programme / Curriculum/ Syllabus of the courses	[View Document](#)
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	[View Document](#)
Institutional data in prescribed format	[View Document](#)

1.3.3 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year

Response: 91.11

1.3.3.1 **Number of students undertaking project work/field work / internships**

Response: 1610

File Description	Document
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)

1.4 Feedback System

1.4.1 *Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders 1) Students 2)Teachers 3)Employers 4)Alumni*

Response: B. Any 3 of the above

File Description	Document
Any additional information (Upload)	[View Document](#)
URL for stakeholder feedback report	[View Document](#)

1.4.2 Feedback process of the Institution may be classified as follows: Options:

1.Feedback collected, analysed and action taken and feedback available on website
2.Feedback collected, analysed and action has been taken
3.Feedback collected and analysed
4.Feedback collected
5. Feedback not collected

Response: A. Feedback collected, analysed and action taken and feedback available on website

File Description	Document
Upload any additional information	[View Document](#)
URL for feedback report	[View Document](#)

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average Enrolment percentage (Average of last five years)

Response: 99.64

2.1.1.1 **Number of students admitted year-wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
602	546	546	296	174

2.1.1.2 **Number of sanctioned seats year wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
609	546	546	298	174

File Description	Document
Institutional data in prescribed format	[View Document]()
Any additional information	[View Document]()

2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (exclusive of supernumerary seats)

Response: 84.73

2.1.2.1 **Number of actual students admitted from the reserved categories year wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
291	240	240	134	62

File Description	Document
Institutional data in prescribed format	[View Document]()
Any additional information	[View Document]()

2.2 Catering to Student Diversity

2.2.1 The institution assesses the learning levels of the students and organises special Programmes for advanced learners and slow learners

Response:

The college believes that each and every student needs to be accorded special attention in relation to her capabilities. The students in our college come from diverse socio-economic background and hence require learning-centric modes of pedagogy. This approach caters to the needs of advanced as well as slow learners. Tutorial classes are conducted in batches of 10 - 12 students with one faculty assigned for each batch, in some programmes. This helps in solving problems related to the subject and provides better counselling to slow learners and better ideas for advance learners.

The faculty recognizes the potential of the advanced learners and tries to polish them through different measures and activities. The advanced learners are deputed to mentor the slow learners and are encouraged to take up challenging tasks as part of their summer internship projects. They are encouraged to be members of professional bodies and take up micro level research projects to inculcate research orientation. They are also encouraged to participate in various technical events/seminars/workshops etc. Such measures instill leadership skills in the students which can enhance their learning levels and bring their potential to the maximum. To aid their academic abilities they are provided with extra classes for clearing competitive examination. They are also motivated to solve more challenging problems in the practical classes. Apart from all this, additional reading materials and e-resources are suggested. They are also counseled for future prospects.

A similar attention is given to slow learners by providing them remedial classes, for which contact hours are announced by each faculty. Slow learners approach them during these hours and faculties monitor their academic performance and interact with them frequently. They are given more assignments and tests to improve their skills so that they can perform better. Advanced learners also help and encourage them to cope up with the challenges they face, better known as Peer Assisted Learning Programme (PLAP). The practical groups are made such that there is a combination of slow and advanced learners. This has a synergetic effect on the whole group. Since students come from different parts of India, hence the faculties indulge in bilingual teaching. Audio visual aids are also suggested for them for a better understanding of intricate concepts.

File Description	Document
Paste link for additional Information	[View Document](#)

2.2.2 Student- Full time teacher ratio (Data for the latest completed academic year)

Response: 15:1

File Description	Document
Any additional information	View Document

2.3 Teaching- Learning Process

2.3.1 Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Response:

The college believes in the philosophy that we can learn by performing, learning, unlearning and relearning. Experiential learning includes providing hands on experience through practical, visits to various industries, research labs, institutes and academic talks by eminent scientists and researchers. They are encouraged to perform lab exercises beyond their curriculum. They are motivated to participate in seminars and workshops. The college believes in supporting theoretical knowledge with hands on practical experience. The projects being carried out in Robotics Lab in the Department of Electronics, Novel Food Products preparation in the Department of Food Technology, Electronic Voting Machine devised in the Department of Instrumentation and several useful apps designed in the Department of Computer Science have earned due recognition in various competitions.

Concepts taught in theory are correlated with real life situations. The students are encouraged to take up projects as summer internships, to work on case studies, role plays, open house discussions and introspections. The faculty act as mentors to the students to share their experiences.

Participative learning includes classroom discussions on personal experiences and appropriate feedback is given to encourage participation of students in class. Activities are performed in teams to inculcate team spirit and cooperation. Discussions about previous lectures are carried out in the class to assess the student's previous knowledge so as to enhance their attention and participation in class. Students are encouraged to give presentations on various topics related to their programmes. Also, class-assignments promoting social awareness are encouraged. Outside the classroom, inter-department and inter-college activities are organized and group discussions on current affairs are encouraged. Talks on topics related to team management are conducted by experts and short quiz after the completion of a particular topic in the class are undertaken.

There is a plethora of problem solving methodologies adopted by the departments to enhance learning experience. Some of which are - revision of the topics that a class finds difficult, arrangement of extra classes, if necessary. Mentor-mentee relationships are encouraged which breaks the barrier between a teacher and a student. Peer teaching improves the self learning abilitiy of the students. Students can approach the faculty during contact hours for their problems. Assignments/tests/previous year question papers are discussed in the class. The students are given an open book test, where students are tested on their comprehension skills. They can find answers through exploration of several options provided by the question. On the IT front, computer assisted conceptual learning is promoted through various softwares and videos. Also, question banks based on university and competitive examinations are provided to the students in e-format.

File Description	Document
Link for additional information	View Document

2.3.2 Teachers use ICT enabled tools for effective teaching-learning process.

Response:

Information and Communication Technology (ICT) leads to better teaching methods and hence improved student learning and understanding. For faculty ICT based tools compliment, enhance and optimize the delivery of subject content to students.

Faculty at Shaheed Rajguru College of Applied Sciences for Women have always been encouraged and facilitated to use ICT tools blended with the chalk and talk method for an enriching teaching-learning experience. This ICT support in the classrooms, administrative support and rigorously enforced standards helps the faculty work towards providing quality academic and knowledge-based learning to the students. For this, the college campus has been Wi-Fi enabled for many years; the college has many lecture-theatres and the seminar rooms with the latest over-head mounted projectors. Control switches are available on the podium which makes these devices operate effortlessly. The seminar rooms having a seating capacity of more than 100 each, are extensively used for conducting conferences, workshops, seminars, technical talks etc. The college has a RFID enabled and ICT connected library with subscription to the best scientific journals and other research databases. The laboratories are also equipped with the latest ICT-enabled devices like desktops, wifi routers, headsets and speakers to enhance the teaching experience. Using these facilities, faculty are also able to demonstrate virtual experiments to students in the form of animations and videos where conducting them in labs is not feasible. This way, internet connectivity allows the faculty to bring the real world a bit closer to the classroom in an effective manner.

ICT backed learning activities also revolve around class-room teaching in various forms such as assignments, class-tests, project reports and presentations conducted by faculty and then submitted by students in electronic form. Faculty members also use projectors for presentations and simulations for better content delivery. There are many ways in which teaching-learning ICT resources have been deployed and made accessible for use by faculty and students to make them independent learners. Students are also encouraged to use computers, projectors for in-class presentations. ICT has thus helped for an efficient and better understanding of subject areas of respective disciplines. Some students and faculty also utilize social media for interactions.

The Covid-19 pandemic has pressed the faculty, even more, to move to ICT based teaching and learning. Classes have been conducted online since the end of March'20 using various online meeting tools such as Google Meet, Zoom etc. The faculty arranged for Skype sessions with eminent academicians and subject experts for students. Students have access to some virtual labs. Some of the curricular experiments are carried out with the help of ICT tools. Simulation-based experiments are also carried out in the laboratories using various simulation software's.

The faculty also upgrades themselves regularly, particularly the teaching skills, by conducting or participating in workshops and various faculty development programs on multimedia techniques for classroom teaching and preparing e-learning materials. The workshop on Moodle Learning and Management System was organised from 08.06.2020-12.06.2020 and was attended by a number of faculty

from various colleges.

File Description	Document
Upload any additional information	[View Document](#)
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process.	[View Document](#)

2.3.3 Ratio of students to mentor for academic and other related issues (Data for the latest completed academic year)

Response: 16:1

2.3.3.1 **Number of mentors**

Response: 110

File Description	Document
Upload year wise, number of students enrolled and full time teachers on roll.	[View Document](#)
Mentor/mentee ratio	[View Document](#)
Circulars pertaining to assigning mentors to mentees	[View Document](#)

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 92.99

File Description	Document
List of the faculty members authenticated by the Head of HEI	[View Document](#)
Institutional data in prescribed format	[View Document](#)

2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

Response: 54.95

2.4.2.1 **Number of full time teachers with *Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt.* year wise during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
68	54	43	29	23

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

2.4.3 Average teaching experience of full time teachers in the same institution (Data for the latest completed academic year in number of years)

Response: 6.36

2.4.3.1 **Total experience of full-time teachers**

Response: 744.3

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

2.5 Evaluation Process and Reforms

2.5.1 Mechanism of internal assessment is transparent and robust in terms of frequency and mode

Response:

The college ensures that both students and their parents are informed about the evaluation process during the Orientation Programme for the first year students. The students are made aware of the evaluation process as soon as they join the college. For the second and third year students, the process is explained again at the beginning of every semester. The distribution of 25 marks to various components is explained to the students by the faculties. A plan on the frequency of assignments and tests is communicated to the students and adhered to. Dates for the tests are also announced well on time.

Evaluations are to encourage and motivate the students to perform and score well in the exams. Feedback on assignments and tests are discussed to help them identify their shortcomings. High achievers are encouraged to help the slow learners with the in assignments.

The final Internal Assessment (IA) sheets are shared with the students and they are made to sign them to ensure that there is no discrepancy. The IA marks are moderated and monitored at two levels. At the department level it is ensured that there is no discrepancy or bias. At the institute level it is ensured that each student has signed her marks. Attendance of the students is uploaded on the college website on

monthly basis. This ensures transparency for those courses where marks are allotted for attendance.

For students who participate actively in extracurricular activities, it is ensured that they do not miss out on their class tests. In case, they are not able to appear for a class test on the scheduled date, such students are given another chance at a later date. Relaxation to such students is also given in their deadlines for submitting assignments etc.

In practical classes, day to day performance of the students is assessed for every experiment which includes- regularity, performance, viva and the promptness in submitting the record. In case the projects have been executed by students, the evaluation is done by the project guides.

File Description	Document
Link for additional information	[View Document](#)

2.5.2 Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

Response:

The college follows a mechanism to deal with examination related grievances in a time bound manner. The internal exams are conducted by the college in the form of tests/assignments/quizzes/presentations. The internal assessment marks scored by the students are shared with them by individual faculty members teaching that particular course. Any grievance by a student is first sorted by the concerned faculty. In case a discrepancy still persists, it is then sorted out at department level by the moderation committee of the department. A monitoring committee constituted as prescribed by the University of Delhi scrutinizes the marks before they are uploaded on the portal assigned for this purpose at the end of every semester.

File Description	Document
Link for additional information	[View Document](#)

2.6 Student Performance and Learning Outcomes

2.6.1 Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

Response:

The college follows the curriculum as prescribed by the University of Delhi for all the programmes. A weekly lecture plan is stated in the syllabi that help the faculty to plan their classes in advance. For every course outcomes are explicitly stated. This helps the faculty to prepare their lectures with specific objectives. While teaching, faculties specify the learning objective before and the outcomes after completing a specific topic.

First year students are briefed about the programme during the Orientation Program on the first day of the academic year where parents are also invited. On this day a course outline of all the programmes is presented. Data related to placements and students progressing to higher studies, university positions, results and its analysis are also shared. These students are given a tour of the department and the colege to familirize them with the various facilities and infrastructure.

Alumnae are invited to apprise the students about the options and avenues available after completion of their programme. Highly placed alumni are displayed on a wall of fame in the administrative block of the college. A feedback is taken from the alumnae on the relevance of the courses in the industry. Students are then made aware of the gaps and are guided to bridge these gaps.

File Description	Document
Paste link for Additional information	View Document

2.6.2 Attainment of programme outcomes and course outcomes are evaluated by the institution.

Response:

Exemplary results and university positions of students are an indicator of the academic achievements of the programmes offered. A well placed alumnae indicates that the programmes taught are relevant and in demand for the industry. Also the alumnae pursuing higher education and research in India and abroad are an asset indicating high academic standards of the college.

Knowledge gained is quantified by means of academic grades and scores. Continuous evaluation is an immediate feedback of the teaching-learning process. Any gap is bridged by repeating or devoting more time to topics or concepts that are not grasped by the students.

Students are encouraged to undertake technical and social internships. These internships in industries or research institutes help them understand the practical applications of the concepts learned in their class.

File Description	Document
Paste link for Additional information	View Document

2.6.3 Average pass percentage of Students during last five years

Response: 96.2

2.6.3.1 **Total number of final year students who passed the university examination year-wise during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
582	270	199	382	44

2.6.3.2 **Total number of final year students who appeared for the university examination year-wise during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
604	286	205	410	44

File Description	Document
Upload any additional information	[View Document](#)
Institutional data in prescribed format	[View Document](#)
Paste link for the annual report	[View Document](#)

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response: 3.12

File Description	Document
Upload database of all currently enrolled students (Data Template)	[View Document](#)

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1 Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)

Response: 131.61

3.1.1.1 **Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)**

2019-20	2018-19	2017-18	2016-17	2015-16
14.72030	4.72030	22.16930	22	68

File Description	Document
Institutional data in prescribed format	[View Document](#)
e-copies of the grant award letters for sponsored research projects / endowments	[View Document](#)

3.1.2 Percentage of departments having Research projects funded by government and non government agencies during the last five years

Response: 40

3.1.2.1 **Number of departments having Research projects funded by government and non-government agencies during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
2	3	3	3	11

3.1.2.2 **Number of departments offering academic programes**

2019-20	2018-19	2017-18	2016-17	2015-16
14	14	14	8	5

File Description	Document
Supporting document from Funding Agency	[View Document](#)
Institutional data in prescribed format	[View Document](#)
Paste link to funding agency website	[View Document](#)

3.1.3 Number of Seminars/conferences/workshops conducted by the institution during the last five years

Response: 209

3.1.3.1 **Total number of Seminars/conferences/workshops conducted by the institution year-wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
80	51	50	16	12

File Description	Document
Report of the event	[View Document](#)
Institutional data in prescribed format	[View Document](#)

3.2 Research Publications and Awards

3.2.1 Number of papers published per teacher in the Journals notified on UGC website during the last five years

Response: 1.19

3.2.1.1 **Number of research papers in the Journals notified on UGC website during the last five years.**

2019-20	2018-19	2017-18	2016-17	2015-16
20	26	27	11	8

File Description	Document
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)

3.2.2 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 1.29

3.2.2.1 **Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year-wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
23	22	6	17	32

File Description	Document
Institutional data in prescribed format	[View Document](#)
Any additional information	[View Document](#)

3.3 Extension Activities

3.3.1 Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the last five years.

Response:

The college holds the vision of providing opportunity of extension activities to students in nearby villages & other communites with the aim of sensitizing them to various social issues and for their holistic development.

- The college organized a workshop entitled "Wonders of Science" for about 50 students of East Delhi School for two days in May 2017 under DBT Star College Scheme. The faculty framed NCERT activities and experiments in physical, chemical and biological sciences.
- Numerous other social initiatives were undertaken by the students while working under the government schemes in the neighbourhood areas. The initiatives ranged from creating a dialogue on the streets about Swachhta Abhiyan, voting in general elections to awareness programmes on physical and mental health, organizing medical camps, literacy drive. Students also conducted household and village surveys under UBA to identify the challenges faced by the people living in rural areas. The purpose of these activities is to enhance soft skills that can boost the emotional and social quotient in addition to serve the society towards the well being of their living standards. The process to reduce single use plastic is also been initiated.
- Department of Computer Science in conjunction with Galaxy Master Classes & Manav Ujjval Samaj Samiti has successfully completed 5 batches of certified Computer Literacy Program (CLP) with the aim to help underprivileged women making them self-reliant & confident in using ICT technologies.
- Department of Mathematics is running a project named UTTHAN along with NGO "Sankalp

Hamara" for the underprivileged section of society especially in improving their mathematical ability.

- College has the Eco club "Pravridhi" which aims to create awareness & sensitize the college community towards a healthy environment.
- The Department of Physics has made a linkage with Hindusthan e-waste Management Ltd. (NGO SU-VIKAS) for recycling of e-Waste. College has procured a composting unit having a shredder. Green waste from the college is converted to manure & used for in house plants and trees. The college also has a linkage with JAAGRUTI Waste Paper Recycling Services for recycling of waste paper.
- ENACTUS is an initiative of the students to identify, target and resolve the problems in the real world with creative & entrepreneurial solutions. ENACTUS has taken up project "Pehchaan and Poshan" which deals with the upliftment and empowerment of third gender and provide them with economic self-dependency.
  - **Skill Development Program :** Under this program the identified group were trained for meditation and yoga followed by language training, personality development, food preservation and stitching techniques.
  - **Employment Opportunities:** The college helps in securing an employment opportunity for them.
  - **Organic Farming (Self Employment):** College trains them sufficient enough to grow & sell organic vegetables.

File Description	Document
Upload any additional information	[View Document](#)
Paste link for additional information	[View Document](#)

3.3.2 Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years

Response: 13

3.3.2.1 **Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.**

2019-20	2018-19	2017-18	2016-17	2015-16
1	5	4	2	1

File Description	Document
Institutional data in prescribed format	[View Document](#)
e-copy of the award letters	[View Document](#)

3.3.3 Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., during the last five years (including Government initiated programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. and those organised in collaboration with industry, community and NGOs)

Response: 32

3.3.3.1 **Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
13	8	3	5	3

File Description	Document
Reports of the event organized	[View Document](#)
Institutional data in prescribed format	[View Document](#)

3.3.4 Average percentage of students participating in extension activities at 3.3.3. above during last five years

Response: 5.12

3.3.4.1 **Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
52	60	54	54	52

File Description	Document
Report of the event	[View Document](#)
Institutional data in prescribed format	[View Document](#)

3.4 Collaboration

3.4.1 The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-job training, research etc during the last five years

Response: 619

3.4.1.1 **Number of linkages for faculty exchange, student exchange, internship, field trip, on-job training, research etc year-wise during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
261	170	79	37	72

File Description	Document
Institutional data in prescribed format	View Document
e-copies of linkage related Document	View Document

3.4.2 Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the last five years

Response: 7

3.4.2.1 **Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
4	0	1	1	1

File Description	Document
Institutional data in prescribed format(Data template)	View Document
e-Copies of the MoUs with institution./ industry/ corporate houses	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

Response:

Shaheed Rajguru College of Applied Sciences for Women is spread over 9.5 acres with a modern construction and infrastructure. It is situated in Vasundhara Enclave, Delhi, adjacent to DDA Chilla Sports Complex. It is well connected via public transport like Delhi Metro (Mayur Vihar Extension and New Ashok Nagar stations) and DTC buses. It's an important institute of higher education for women students from all over the country.

The college has two main blocks namely the administrative block and the academic block. The administrative block has offices and facilities as indicated in the chart. The academic block houses ICT enabled Seminar Rooms and Lecture Theatres, all departments, their laboratories and other facilities.
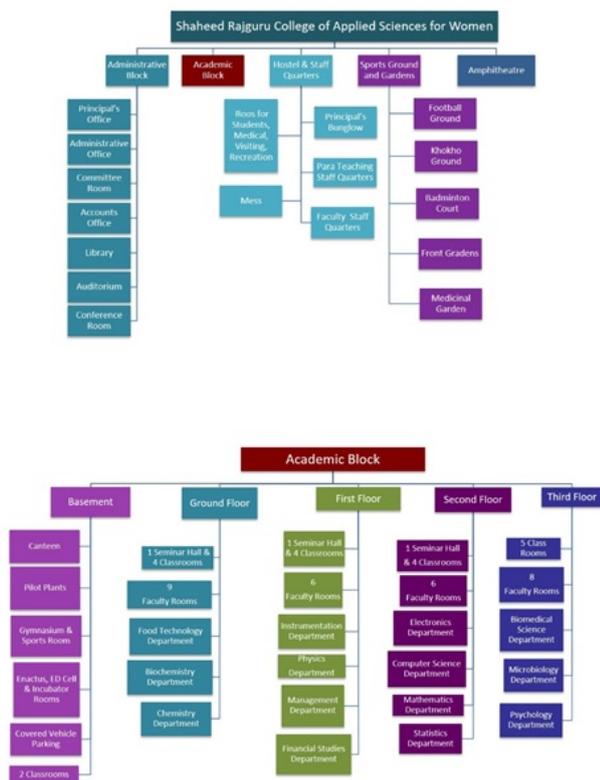
Learning Spaces

- Classrooms/ Lecture Theatres (total 19) are equipped with appropriate, comfortable furniture, good ventilation and adequate light. Most of the classrooms are equipped with LCD projectors and Wi-Fi.
- Seminar Rooms (total 3) are air conditioned with seating capacity of about 100 audience and are equipped with Wi-Fi and projector facility. They are used for conducting various seminars, workshops, student activities and for holding classes for large groups of students.

- Faculty Rooms are Wi-Fi enabled and are provided with appropriate furniture and storage facilities. These spaces enable effective student-teacher interaction on one-to-one basis.

Laboratories and Pilot Plants - The academic programmes of the college are greatly enriched by hands-on practical and research projects conducted in well equipped, state of art laboratories spread across various departments. PCR, UV visible Spectrophotometer, dual wavelength spectrophotometer, gas - liquid chromatograph, blood cell counter, compound microscope, viscometer, microprocessor based centrifuge, incubator, digital microscope, digital storage oscilloscope, spirometer, embedded trainers, function generators, optical bench and optical fiber communication system are some of the equipments present in various laboratories. The Pilot Plant houses the processing equipments and machinery of the Food Technology Department.

Library - The library is situated in the administrative block of the college building and is spread over three floors. Our's is the first RFID enabled library amongst the other colleges in the University of Delhi. It is well equipped with latest ICT enabled facilities and is fully automated. It has comfortable reading room, internet enabled work stations with 87 computers, books for all programmes along with literature, encyclopaedias, dictionaries, handbook, standard CD/DVD etc.

File Description	Document
Paste link for additional information	[View Document](#)

4.1.2 The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

Response:

The college, spread on 9.5 acres of land, has less than half of its built-up area. It has

- Students practice areas for music, dance, theatre etc.
- Gymnasium
- Auditorium: The college has a multi-purpose centrally air-conditioned auditorium with a seating capacity of about 500 students.
- Amphitheatre
- Rooms for Student Council, NSS and Enactus etc
- Medical Room
- Infrastructure for especially abled with ramps and elevators etc.
- STP Plant, Generator Room
- Gardens and Lawns: The college garden with its velvet lawns, medicinal/herbal garden, assorted plants, flowers and trees provideclean air and healthy environment.
- Covered car parking in the lower ground floor.
- Canteen
- Hostel
- Principal's Bungalow and Staff quarters
- College Photostat and stationery outlet: It provides a convenient, affordable and reliable facility for photocopy of books, handouts, assignments etc. It also provides small stationery items and facility

for spiral binding of project reports etc.

The large playground provides adequate space for cultural, sports and other activities. The college has a multi-purpose centrally air-conditioned auditorium with a seating capacity of about 500 audience. A spacious stage, projector, state-of-art light and sound arrangements makes it the perfect venue for hosting conferences, seminars and cultural events. The other architectural delight of the college is its amphitheatre. The amphitheatre with a seating capacity of 1000 audience and the college grounds are used for holding inter and intra college events like technical and cultural festivals, concerts etc.

To encourage students towards cultural activities the college has various cultural societies (Music, Dance, Fashion, Street Play, Literary, Fine Arts, Mental Health, Finance, SPIC Macay), student clubs (Robotics, Movie, Environmental, Ek Bharat Sreshtha Bharat) etc. consisting of student groups. The student clubs and societies are well equipped and have adequate facilities. Shuffleshots, the photography society has two DSLR cameras, Mukhauta, the dramatics society has Harmonium, Congo, Bongo, Drum, Xylo, Shakers, Dafli, Dholak and other equipments for practice and for participating in various inter-college festivals in and around Delhi. The Cultural Secretary is responsible for overall coordination of all the societies, clubs and groups. Each society has its own faculty convener and student office bearers, for smooth and successful conduction of events throughout the year. Professional trainers are also invited to polish the skills of students for various activities. Students actively participate in various events and bring laurels to the college.

The college has sports facilities for outdoor and indoor games volleyball, kho kho, badminton, table tennis, chess etc. along with athletic events, yoga, aerobics classes and march past. There is a well-equipped gymnasium with treadmills, cross trainer, vibro machines etc. and sports room with adequate facilities to house and store the sports utilities properly.

The college has teams for different sports. Students participate in various inter-college, Delhi state, National and Inter-university competitions for table tennis, athletics, volleyball, badminton, chess, kho kho, yoga etc. The players are provided t-shirts, lowers and track suits for practice.The college organizes daily yoga sessions for staff and students as well as a sports competitive festival "SPARDHAA" every year.

File Description	Document
Paste link for additional information	[View Document](#)

4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. *(Data for the latest completed academic year)*

Response: 100

4.1.3.1 **Number of classrooms and seminar halls with ICT facilities**

Response: 22

File Description	Document
Institutional data in prescribed format(Data template)	[View Document](#)
Paste link for additional information	[View Document](#)

4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)

Response: 17.39

4.1.4.1 **Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)**

2019-20	2018-19	2017-18	2016-17	2015-16
24.36	126.50	15.67	28.61	90.19

File Description	Document
Upload audited utilization statements	[View Document](#)
Institutional data in prescribed format(Data template)	[View Document](#)

4.2 Library as a Learning Resource

4.2.1 Library is automated using Integrated Library Management System (ILMS)

Response:

The college library is a three floored dedicated building in the administrative block. Radio Frequency Identification (RFID) System is used for library housekeeping operation. This system moves beyond security to become a tracking system that combines security with more efficient tracking of books throughout the library, including easier and faster charge and discharge, inventorying, material handling and automated book drop kiosk which are being used for easier return of books. The RFID system includes self-circulation desk, staff work station, security gate, book drop box, RFID reader, RFID sticker for books, RFID enabled member card, SMS and e-mail services in each book transaction.

The college library has more than 20,500 printed books and approximately, 1,35,000 e-books, 11 printed journals, many scientific encyclopedia and periodicals covering all aspect of fundamental science, such as Electronics, Instrumentation, Food Technology, Computers Sciences, Psychology, Management, Microbiology, Biomedical Sciences, Biology, Biochemistry, Chemistry, Physics etc.

In the process of digitization, the library has digital study materials on its institutional repositories like

question paper, syllabus, project reports (New Product Development done by the 3rd year student's of B.Sc. (H) Food Technology) etc.

File Description	Document
Paste link for Additional Information	[View Document](#)

4.2.2 The institution has subscription for the following e-resources

1. e-journals
2. e-ShodhSindhu
3. Shodhganga Membership
4. e-books
5. Databases
6. Remote access to e-resources

Response: A. Any 4 or more of the above

File Description	Document
Upload any additional information	[View Document](#)
Institutional data in prescribed format(Data template)	[View Document](#)

4.2.3 Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)

Response: 12.67

4.2.3.1 **Annual expenditure of purchase of books/e-books and subscription to journals/e- journals year wise during last five years (INR in Lakhs)**

2019-20	2018-19	2017-18	2016-17	2015-16
9.88	10.03	0.43	42.49	0.52

File Description	Document
Institutional data in prescribed format(Data template)	[View Document](#)
Audited statements of accounts	[View Document](#)

4.2.4 Percentage per day usage of library by teachers and students (foot falls and login data for

online access) during the last completed academic year

Response: 13.8

4.2.4.1 **Number of teachers and students using library per day over last one year**

Response: 260

File Description	Document
Details of library usage by teachers and students	[View Document](#)

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

The institute has significant ICT facilities on campus with both wired and wifi internet facility of 100MBPS MPLS-VPN for staff and students.

There are total 5 server's working in the college premises namely –

- 2 University of Delhi Server's
- 1 Accounts Server
- 1 Administrative Server
- 1 Library Server

We have reserved the IP Address, so that the servers can work using the sub – server path for

- Administrative Server
- Accounts Server
- Library Server

With the help of the basic server, all the departments, laboratories, administrative and accounts office along with library (with total no. 504 desktops and 290 laptops) are connected.

The college library subscribes to a large number of e-resources through UGC-Infonet, DULIS e-journal and NLIST of Inflibnet. It includes 11 online databases on Reference & Citation Sources, 7 online databases on Bibliographic Sources, 2 online databases on Citation Analysis Resources, 5 online databases on Financial and Statistical Sources, single database on Doctoral Thesis and 77 online databases on Full Text Sources. This includes around 1,35,000 e-journals available at present in the library with three wiFi e-libraries consisting of 87 computers i.e., e-Library-1, e-Library-2 and e-Library-3 along with three LCD projectors. Besides this the library has three LED Television and two DVD players with two standard ear phones. One TV is used for offline tutorial for e-learning, e-resources accessibility and plagiarism, other two TVs and DVD are used for language learning and cultural documentary. The library also has three laptops which are loaded with braille software and is fully wi-fi enabled. The college authorities have provided specific login id and password to faculty and students for accessing e – resources.

The college website is maintained and updated regularly by the website committee.

4.3.2 Student - Computer ratio (Data for the latest completed academic year)

Response: 2:1

File Description	Document
Student – computer ratio	[View Document](#)

4.3.3 Bandwidth of internet connection in the Institution

Response: A. ?50 MBPS

File Description	Document
Details of available bandwidth of internet connection in the Institution	[View Document](#)

4.4 Maintenance of Campus Infrastructure

4.4.1 Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)

Response: 84.98

4.4.1.1 **Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year-wise during the last five years (INR in lakhs)**

2019-20	2018-19	2017-18	2016-17	2015-16
191.52	232.24	236.70	300.65	274.34

File Description	Document
Institutional data in prescribed format(Data template)	[View Document](#)
Audited statements of accounts	[View Document](#)

4.4.2 There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Response:

Maintenance and utilization of the infrastructure facilities -

The college ensures regular maintenance, upkeep and up gradation of the infrastructure facilities with the help of various committees.

- College Development Committee
- Academic Supervisory Committee
- Academic Development Committee
- Purchase Committee
- Time Table Committee
- Stock Checking Committe
- Sports Committee
- Website Maintenance Committee
- Garden Committee
- Food & Canteen Committee
- Hostel Committee

The college and hostel buildings (electrical, civil, horticulture and firefighting systems) are maintained by Public Works Department (PWD), Government of NCT of Delhi.

A full time Care Taker, Senior Technical Assistant, Technical Assistant, Laboratory Assistants, Laboratory Attendants, as well as outsourced agencies take care of the regular and routine maintenance like cleanliness, hygiene, sanitation, security, store management, laboratory equipments, computers etc. Annual Maintenance Contracts (AMCs) are awarded to external agencies, for the maintenance of computers, lab and sports equipments, LAN servers and other ICT peripherals.

All the purchases are made in accordance to the General Financial Rules (GFR) through GeM portal and e – procurement. Purchase Committee of the college looks after the proper utilization of funds allocated to each department for procurement of recurring and non-recurring items. The Stock Checking Committee audits the laboratories, library and office annually and the obsolete and outdated material is auctioned off to dispose the scrap with the established procedures.

The college Library Committee constitutes of the librarian and teacher in charge of all the departments. This committee extends advice and suggests new ideas from time to time to upgrade the library so as to meet the requirements of the students. The purpose of the library committee is to act as a channel of communication between the college library and its users. It shall assist in developing operational procedures, suggest various measures for improvement and development of the library resources and formulate both personnel and fiscal policies. It shall strive to inculcate the enriching habit of reading books in a technologically enabled and intellectual atmosphere. Other important roles and responsibilities include, purchase of library study material, e-resources, reading devices, provision and upkeep of reading room, reference section access, provide facility of reprography & internet connectivity, maintenance of book bank and linkages to other libraries.

Rationale and optimal utilization of space and time is taken care by the Timetable Committee. Classrooms are allotted, in accordance with the seating capacity and the number of students. The committee made periodical recommendations, for remodeling, expansion or reuse of the existing space. Annual activity calendar is made in the staff council meeting, to maintain a delicate balance between academic, co-curricular and extracurricular activities. Laboratories and classrooms are cleaned regularly and all the

necessary teaching aids such as markers, duster etc. are refilled on regular basis. Students are also encouraged to use classrooms in a diligent manner and are advised to keep lights, fans, projectors etc. in off mode when not in use.

The college Sports Committee looks after the purchases, maintenance and management of sports facilities including sporting kits, fitness center/gymnasium, sports grounds etc. Services from Chilla Sports Complex are also availed for the students from time to time.

IT infrastructure maintenance frequencies are real time, daily, weekly, monthly or quarterly as needed. Softwares required for academics such as Oracle, Mathematica, Multisim, Lab View, Antivirus and Window Defenders etc. are timely installed and updated to ensure system's stability and security. The college website maintenance committee reviews the website regularly for updating and enhancement of website design and its content.

Garden Committee coordinates with horticulture department (PWD) in maintaining the college gardens and playground. The college also maintains its medicinal plants, lush green lawns and fruit laden trees using organic farming and compost pits. The college generates its own vermi composting from the waste within the college campus.

Food & Canteen Committee monitors the quality of food being served in the canteen and the hostel mess. It also supervises the cleanliness and hygiene, counsels the students and examines the quality of procured food items for the canteen and the hostel mess.

Hostel Committee is responsible for maintaining the facilities in the hostel premises.

File Description	Document
Paste link for additional information	[View Document](#)

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during last five years

Response: 14.95

5.1.1.1 **Number of students benefited by scholarships and freeships provided by the Government year-wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
298	260	193	112	69

File Description	Document
upload self attested letter with the list of students sanctioned scholarship	[View Document]
Upload any additional information	[View Document]
Institutional data in prescribed format	[View Document]

5.1.2 Average percentage of students benefitted by scholarships, freeships etc. provided by the institution / non- government agencies during the last five years

Response: 12.11

5.1.2.1 **Total number of students benefited by scholarships, freeships, etc provided by the institution / non- government agencies year-wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
243	236	150	97	43

File Description	Document
Upload any additional information	[View Document]
Institutional data in prescribed format	[View Document]

5.1.3 Capacity building and skills enhancement initiatives taken by the institution include the following

1. **Soft skills**
2. **Language and communication skills**
3. **Life skills (Yoga, physical fitness, health and hygiene)**
4. **ICT/computing skills**

Response: B. 3 of the above

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document
Link to Institutional website	View Document

5.1.4 Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years

Response: 7.18

5.1.4.1 **Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
327	46	50	45	32

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

5.1.5 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

1. **Implementation of guidelines of statutory/regulatory bodies**
2. **Organisation wide awareness and undertakings on policies with zero tolerance**
3. **Mechanisms for submission of online/offline students' grievances**
4. **Timely redressal of the grievances through appropriate committees**

Response: A. All of the above

File Description	Document
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	[View Document](#)

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 7.71

5.2.1.1 **Number of outgoing students placed year - wise during the last five years.**

2019-20	2018-19	2017-18	2016-17	2015-16
89	13	34	11	0

File Description	Document
Self attested list of students placed	[View Document](#)
Institutional data in prescribed format	[View Document](#)

5.2.2 Average percentage of students progressing to higher education during the last five years

Response: 63.58

5.2.2.1 **Number of outgoing student progressing to higher education.**

Response: 384

File Description	Document
Upload supporting data for student/alumni	[View Document](#)
Institutional data in prescribed format	[View Document](#)

5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

Response: 16.04

5.2.3.1 **Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) year wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
28	16	6	23	3

5.2.3.2 Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
210	120	75	90	15

File Description	Document
Upload supporting data for the same	[View Document](#)
Institutional data in prescribed format	[View Document](#)

5.3 Student Participation and Activities

5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.

Response: 0

5.3.1.1 **Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) year-wise during the last five years.**

2019-20	2018-19	2017-18	2016-17	2015-16
00	00	00	00	00

File Description	Document
Institutional data in prescribed format	[View Document](#)
e-copies of award letters and certificates	[View Document](#)

5.3.2 Institution facilitates students' representation and engagement in various administrative, co-

curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Response:

The student representatives contribute towards community welfare and are actively involved in certain academic and administrative activities such as Anti-Ragging, Entrepreneurial Development Cell, Computer Literacy Program, Digital Empowerment for Women, Eco Club, North East Cell etc. It is also responsible for providing a variety of services to the students and raising their issues and complaints, if any. It often plays a significant role in raising funds through sponsorships for college activities, social events, community projects, helping people in need etc.

The Student Council, an elected body of students, is the voice of the students. It represents students' ideas, interests and concerns with the college administration. The purpose of the student council is to facilitate students with plethora of opportunities to develop leadership, creativity and important life skills by organizing and carrying out various activities like college festivals, student development programme, college trips, workshops etc. These initiatives pave a way for the growth of inherent knowledge and skills in the students along with experiencing new learnings. The student council represents the college in various inter-college events on several local and national issues.

Each department has student representation in the feedback committee. Students representatives of each year along with two faculty members discuss and look for enhancing the teaching learning process. Each department also has an elected department council which is active in organising technical sessions and technical competitions via their departmental fest.

The students play an exclusive role in admissions, placements, proctorial issues, Discipline Resource Committee, College Complaint Committee and Gender Sensitization Committee etc.

Throughout the academic year, student council organizes various events, that are fairly popular amongst the students of the other colleges under University of Delhi and other universities across Delhi-NCR. Diwali Mela celebration and annual college cultural fest-KARVAAN, a two-day event of cut throat competitions, haute cuisines, fun-filled events, flagship fashion show- MISS KARVAAN etc. These events act as stress buster and help to strengthen bonds among the students as whole.

There are many other societies like Mukhauta (Drama Society), Philyra (Music Society), Inklings (Literary Society), Glamfire (Fashion Society), Elvira etc. which have their own council/representatives. These societies enrich the students with new horizons for them to explore, further augmenting the cultural and institutional values of the college. These societies also provide a platform for participation of students in intra-college and inter-college events. Students actively participate in inter-college, national and international competitions and have brought accolades in the past few years. Besides cultural activities, students are also working for welfare of the society under NSS, Enactus, Unnat Bharat Abhiyaan etc. Such activities not only help to aid the needy, bridge social gap and empower the underprivileged, but also make students of the college the great shapers of nation's future. Through the overall united representation and engagements, students empower each other and create a suitable environment for learning and growth.

File Description	Document
Paste link for additional information	[View Document](#)

5.3.3 Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 14.8

5.3.3.1 Number of sports and cultural events/competitions in which students of the Institution participated year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
17	15	18	13	11

File Description	Document
Upload any additional information	[View Document](#)
Institutional data in prescribed format	[View Document](#)

5.4 Alumni Engagement

5.4.1 There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Response:

We have a very dynamic alumni cell, although it's not a registered alumni association but it continuously endeavors to strengthen the relations of the alumni of this institute and their alma mater. Main objective of the alumni cell is to act as a connect between the college and alumni. They have been responsible for keeping complete track of alumni with their relevant information and keep them updated about various achievements of the college. The alumni cell office bearers' are an elected body. Alumni play an active role in voluntary programmes such as mentoring students in their areas of expertise, alumni lecture series like "Vyakhyan and Shrinkhala" and alumni meets on regular basis. During alumni - student interactions the alumni spare their valuable time to visit college and highlight the current and important trends in the market and guide the students on the career opportunities in different fields. They share their personal and industry experiences with students. Alumni visit campus at regular intervals to steer the current students in planning and organizing events, for various students' clubs. Alumni motivate the students to follow a dedicated path to excel in their professional life. They also extend their support for campus placements and summer training especially in departments like Food Technology and Instrumentation. The alumni fund is used for alumni related activities like the alumni meet "Blend 2017" held on 12th February 2017.

File Description	Document
Paste link for additional information	View Document

5.4.2 Alumni contribution during the last five years (INR in lakhs)

Response: D. 1 Lakhs - 3 Lakhs

File Description	Document
Upload any additional information	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance of the institution is reflective of and in tune with the vision and mission of the institution

Response:

The Vision and Mission statements defines the institution's distinctive characteristics in terms of addressing the needs of students and society it seeks to serve. The leadership of the college sets the direction for IQAC to work towards achieving the aspirational and ideal state that the college envisions. The execution of various policies is supervised by the governing body, which includes members from teaching and non-teaching staff, as well. To ensure best practices in governance and management, the IQAC plays an active and significant role, whereby all activities are organised under its aegis.

The Staff Council, consisting of the principal and the teaching staff, implements various policies after appropriate discussions in the meetings organised at regular intervals. All the view points and suggestions made by the participating members are taken into consideration before arriving at a solution.

An effective participation from all the stakeholders plays a pivotal role in fulfilling the mission of the college, i.e. to achieve its vision. The college works effectively towards becoming one of the nations leading institute by enabling an all-inclusive environment and impart academic, linguistic and a career-oriented education to ensure skillful and suitable employment opportunities.

Incessant efforts are made to maximize the benefits of its vast resources for the present and prepare the students for the future. The college strives to build and nurture a new generation of professionals by providing them education with a holistic perspective. To achieve this, plethora of courses apart from existing ones, have been introduced in the last five years. The various applied sciences, management and arts courses offer a great deal of exposure to the students. With it, there is significant increase in the research activities of the students and projects taken up by them. To further nurture this development, the number of conferences, workshops and seminars are regularly organised by the departments. At the same time, training programs are organised for the non-teaching staff as well.

The students get an exposure to various cultural, environmental and social causes via several programs and events organised frequently by the college. The role and participation of faculty in these endeavors make the aim of the college highly achievable. The governance of the institution is reflective of and in tune with the Vision and Mission of the institution through frequent evaluation, comprehensive interaction with the faculty and a feedback process.

Hence, the college develops constitutional values, rooted in Indian ethos that contributes directly to transforming India, i.e. Bharat, sustainably into an equitable and vibrant knowledge society, as enumerated in the NEP 2020. All of it, places the institution at the forefront of academic, entrepreneurial, job-oriented and societal excellence.

File Description	Document
Paste link for additional information	<u>View Document</u>

6.1.2 The effective leadership is visible in various institutional practices such as decentralization and participative management

Response:

Effective leadership is visible thrugh well defined systems and organisational structure

The institution believes in practicing decentralization and participation of all stakeholders-students, faculty and the non-teaching staff in management. It has various statutory bodies for development of policies, guidelines, their implementation and continuous improvement. The college has a Governing Body, which constitutes of the Principal, few faculty and non-teaching staff as its members apart from the university and government representatives. All major matters regarding academics, finance and administration of the college are discussed and collectively decided by the Governing Body.

Further, various committees are identified for specific purposes. Each of the committees has clear guidelines and task identified via the Internal Quality Assurance Committee (IQAC). The committees' members are identified in the staff council. Some of the major committees are

- Academic Development Committee
- Admission Committee
- Cultural Committee
- Timetable Committee
- Proctorial Board
- Examination Committee
- Grievance Committee
- Sports Committee
- Research and Faculty Development Committee
- Entrepreneurship Development Cell
- Women Development Cell
- Placement Cell
- Alumni Cell

The committees conduct regular meetings to discuss, debate and decide on specific operational and strategic matters. Most of the staff is involved in administrative, curricular and extra-curricular activities. Each department has the authority to plan and organize academic activities and events.

A case study of admission process is taken here - Admission Committee of the college constitutes of the teacher-in-charges of all departments along with admission conveners and principal. The committee collectively identifies the intricacies of the admissions for various undergraduate programmes being run by the college under different disciplines, plans the strategies and implements them. The entire procedure is discussed threadbare and related decisions are taken collectively. The entire process is displayed in the form of flow chart in the administration block of the college. The involvement of students and non-teaching staff enhances the efficiency of the entire process. Students and the non-teaching staff, quite

efficiently, run the helpdesk. The students guide the fresher's through the entire process, thus welcoming them to the institute.

File Description	Document
Paste link for additional information	[View Document](#)

6.2 Strategy Development and Deployment

6.2.1 The institutional Strategic / Perspective plan is effectively deployed

Response:

The college functions well within the ambit of a perspective/strategic plan. Apart from promotion of research culture and greater involvement in extension activities, the college has extended its infrastructure to include several other new programmes. To cater to the needs and expand the scope of future career options for the students, the college has introduced following programmes in the last four years–

- B.Sc. (H) Physics
- B.Sc. (H) Chemistry
- B.Sc. (H) Mathematics
- B.Sc. (H) Biochemistry
- B.Sc. (H). Microbiology
- B.Sc. (H) Statistics
- B.B.A. (Finance and Investment Analysis)
- B.M.S.
- B.A. (H) Psychology

This has lead to increase in student strength and consecutively the number of faculties has also increased manifold in the college. Along with it there has been a proliferation of different co-curricular and departmental societies to complement the newly added programmes. There has been greater involvement in extension activities in the college as well. Accordingly, there is an earmarked space for various activities and laboratories for the departments.

Research studies has also gained a significant momentum in the institution as more focused research is being fostered now. The addition of new programmes has also resulted in increased number of research students. The internships in industries and the interaction with research institutes has also increased significantly.

The increase in student strength has led to expansion in indoor and outdoor sports facilities. A full time faculty has been appointed to provide professional encouragement. The success of the sports festival SPARDHAA, with a large participation from outside and within college, sends the signal that the college lays stress on all round development of its students. A full time psychologist has been appointed for counselling the students. The mentor-mentee relation is strong and provides professional and emotional support to the students. The endeavors of the student bodies have been successful in the form of availability of special DTC bus service after college hours from the college premises.

File Description	Document
Paste link for additional information	[View Document](#)

6.2.2 The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

Response:

The institute has effective and efficient management system, clearly defined policies and transparent mechanism in place. The Governing Body, IQAC, Staff Council and the Student Council together work efficiently to maintain a healthy, fervent and vibrant campus.

The Governing Body supervises college administration. The Governing Body besides internal members has eminent personalities from a wide array of fields such as academics, bureaucracy and politics. The powers and duties of the Governing Body and other authorities are as per statute 30 and ordinances XVIII of the University of Delhi. It takes decisions regarding institution suspension or abolition of teaching and non-teaching posts. The service rules, recruitment policies and promotional policies are as per the directives of University of Delhi.

The Principal is the chief executive and academic officer of the college. She holds the key to the administration, organization of teaching and extra-curricular activities in the college.

The role of the IQAC is to streamline, enhance and give direction to quality initiatives and maintain proper records. External members as part of IQAC provide prospective and strategic planning.

The Staff Council takes strategic decisions via its committees in matters of admissions, sports, extra-curricular activities, preparation of college time table, allocation of extra-curricular work to faculty, laying guidelines for purchase of library books and laboratory equipments etc. All the decisions are subject to the provisions of the act, statutes and ordinances of the University of Delhi.

The duly elected Student Council which represents the student community brings color and vibrancy to the institute. The social initiatives, extra curricular activities, environment initiatives and sports activities are actively persued by student centric societies, clubs and cell with due guidance from faculty.

There is a strong grievance redressal system in place. Commitees like SC/ST Cell, Grievance Redressal Committee, Internal Compliant Committee, Anti-ragging Committee, OBC Cell are constituted for specific issues. Individual greviences are also addressed by these commitees. The college Principal and the Chairperson of the Governing Body of the college are accessible to all the stakeholders.

File Description	Document
Link to Organogram of the Institution webpage	[View Document](#)

6.2.3 Implementation of e-governance in areas of operation

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

Response: A. All of the above

File Description	Document
Screen shots of user interfaces	View Document
Institutional data in prescribed format(Data template)	View Document

6.3 Faculty Empowerment Strategies

6.3.1 The institution has effective welfare measures for teaching and non-teaching staff

Response:

As per the norms of University of Delhi, there are various welfare measures and facilities provided to the teaching and non-teaching staff at the college.

Welfare Measures -

- No fees is to be charged for students admitted under Ward Quota as a welfare measure.
- There is a provision for allotment of staff quarters for teaching and non-teaching staff of the college.The staff quarters are situated well within the college premises for the beneficiaries.
- A well-structured and well-functional gymnasium, with a trainer in place, is provided in the college for faculty, students and non-teaching staff.
- Fee reimbursement for children of all employees is also provided by the institution to a certain limit. These benefits are decided by and worked upon as per the prevailing norms of the University of Delhi.
- Medical reimbursement can be availed by the staff according to the set provisions.
- Leave Travel Concession (LTC) can be availed by the employees as per the rules of Government of India.
- Travelling Allowance is provided to all for their hometown visit and attending conferences/FDPs.
- Family Pension is also availed by the employees.
- Advances and facilities, as approved and conveyed by the University of Delhi, ia availed by the employees.

6.3.2 Average percentage of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the last five years.

Response: 4.48

6.3.2.1 **Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
1	4	2	2	5

File Description	Document
Upload any additional information	[View Document](#)
Institutional data in prescribed format(Data template)	[View Document](#)

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 2.6

6.3.3.1 **Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff year-wise during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
4	3	3	3	0

File Description	Document
Upload any additional information	[View Document](#)
Institutional data in prescribed format(Data template)	[View Document](#)

6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).

Response: 12.14

6.3.4.1 **Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course year-wise during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
35	2	4	7	5

File Description	Document
Upload any additional information	[View Document]()
Institutional data in prescribed format(Data template)	[View Document]()

6.3.5 Institutions Performance Appraisal System for teaching and non-teaching staff

Response:

Performance Appraisal System for both teaching and non-teaching staff is done as per norms set up by the competent authorities under the rules of University of Delhi.

In case of teaching staff, the norms set up by the University Grants Commission and adopted by the University of Delhi are adhered to. The teaching staff fills an annual self-appraisal report which contains general information, programmes taught, lab and other teaching activities, involvement in student and research related activities, publication of papers, undertaking projects, development of e-content, research guidance, patents, special lectures etc. It is incumbent upon the teaching staff to fill the Annual Performance Reports and proforma for Performance Based Appraisal System for promotion and career advancement. On the basis of these proforma, Screening-cum-Evaluation Committee/Selection Committee set up by University of Delhi as per University Grants Commission Regulations scrutinizes the information provided and give recommendations for promotion/career advancement. The faculty is promoted on the basis of the said recommendations.

In case of non-teaching staff, the norms adopted and approved by the University of Delhi are adhered to. An annual performance appraisal proforma is provided to staff and Reporting Officer fills points on the basis of assessment of work output, assessment of personal attributes and assessment of functional competency. General remarks about health, integrity, overall qualities including area of strengths and lesser strength, extraordinary achievements, significant failure are also given. Based on above report, Reviewing Officer gives his observations. Points given in report are graded as Outstanding, Very Good, Good etc. and used for career progression schemes including promotion by Departmental Promotion Committee etc. On the basis of recommendations, non-teaching staff is given promotion/career advancement as per prevalent recruitment rules.

File Description	Document
Upload any additional information	[View Document]()

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

The college strives to achieve efficient and judicious use of available financial resources so that it can achieve its full capacity and resources can be mobilized in the most effective manner. This leaves no scope for misspending or misuse of valuable resources. To achieve this, the college conducts auditing by appointing auditors called external auditor, annually also known as Statutory Auditor or Chartered Accountant (CA), involved in stock checking of financial resources. The internal auditor is the Examiner of Local Fund Accounts (ELFA), Govt. of NCT of Delhi. Audit is also conducted by the C&AG.

The CA and the ELFA conducts auditing and inspecting exercises every year. The C&AG conducts audit of all the years, every five years or so, in one-go or as per available resources for all years. The latest CA and ELFA audit has been up-to date till 2019-20. The C&AG audit has been done till 2015-16 and audit for the last couple of years was started by C&AG team during the month of March 2020 but was discontinued after two days due to Covid-19. The same would be resumed shortly and audit shall be completed soon.

After a thorough audit process, the audit objections have been negligible. To resolve any doubts, there is a dispute settlement mechanism through which the resolution is achieved. Objections, if any, have to be placed before the Governing Body and remedial measures, if possible, are taken accordingly and are sent as replies to the respective auditing bodies.

Employees of the college voluntarily contribute for students in need of financial assistance. The fund goes into a separate account earmarked for this cause. This fund is utilized to pay their mess fees and also for some other welfare measures such as fee concessions.

File Description	Document
Upload any additional information	[View Document](#)

6.4.2 Funds / Grants received from non-government bodies, individuals, philanthropers during the last five years (not covered in Criterion III)

Response: 15.48

6.4.2.1 **Total Grants received from non-government bodies, individuals, Philanthropers year-wise during the last five years (INR in Lakhs)**

2019-20	2018-19	2017-18	2016-17	2015-16
5.986	5.65492	1.78	1.9914	0.07

File Description	Document
Institutional data in prescribed format(Data template)	View Document
Annual statements of accounts	View Document

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

Shaheed Rajguru College of Applied Sciences for Women (SRCASW) is a college under University of Delhi and is funded by Government of NCT of Delhi. The college gets 100% grant in-aid from the Government of NCT of Delhi. The grants are given under three broad heads.

- Salary
- Other Recurring Expenses
- Capital Expenses

These grants are released on the basis of the budget prepared by the administration, scrutinized by the Governing Body, and sent to the government for consideration.

The building of the college, hostel and garden are maintained by the Public Works Department (PWD). The Government of NCT directly transfers money to the PWD for this purpose. Therefore, these are not reflected in the books of accounts of the college.

The college has always strived for quality education. Apart from the grant in-aid, the college also collects fees from the students on annual basis. It forms a minor percentage of the total expenditure of the college. The fees have been kept at a minimum so as to encourage even the economically weaker sections to become a part of this academic institute. This is having a positive impact on the students from difficult financial background. Since the college grants are given on shortfall basis, there is no scope for creating corpus.

The ministry of HRD provides grant for various projects. The funded projects by the government agencies are coveted as they facilitate building infrastructure for research.

The faculties of the college attend seminars and conferences to update themselves in their respective fields. For this purpose, the faculty themselves apply for the grant and the college receives funds from the UGC, especially if the seminar or conference is abroad.

The college encourages the students to participate and organize various extra-curricular activities. At times, the funds provided by the college are not sufficient for such activities. The students are encouraged to forge industry/ company ties via sponsorship to cover this deficiency.

The college is a center for IGNOU and School of Open Learning (SOL). The college receives funds for being a center for IGNOU.

6.5 Internal Quality Assurance System

6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Response:

Academic:

- The Internal Quality Assurance Committee has been actively identifying, initiating and continuously working on promoting and improving the different aspects to the teaching-learning process. The undergraduate programmes have increased from 5 to 14 in the last four years. The college is presently running 14 undergraduate programmes for Sciences, Humanities and Management. The student strength has correspondingly increased many folds.
- The college has been participating in NIRF ranking, and has been placed in the top 100 in the college category. It has secured positions 67, 31and 51 in the college ranking category in the previous 3 years respectively. The college participates in All India Survey on Higher Education (AISHE). The college also participates in the AIIRA ranking. A comprehensive Academic, Energy and Environment Audit of the college has been internally conducted. This then serves as pointers for quality improvement.
- The IQAC has regularly and timely filled the AQAR. Feedback is one of the significant factors for overall development of the institution, it has designed an elaborate system to collect and analyze the feedback from all participants of the institute.
- Collaborations and linkages with industries and institutes were established. Faculty exchange program under Erasmus Project No. 2017 – 1- CZ01 – K107 – 034877 along with Silesian University, Faculty of Philosophy and Science in Opava, Czech Republic was concluded successfully.
- The college website is being up-graded regularly and various forms for the staff and students have been up-loaded on the college website for easy accessibility.
- Streamlining of internships, annual technical fests of all departments, cultural fest, industrial visits, research activities, competitive activities and various other events of the college. Workshops and seminars on various topics, both technical and personality development, with guest speakers from prominent institutes and organizations have been organized on a regular basis.

Infrastructural:

- The college resides in the 9.5 acre sprawling campus, possesses state-of-art laboratories, modern classrooms, spacious auditorium, automated library and modern infrastructure. The lush green environment of the college is a testimony of eco-awareness amongst faculty and students. Under the ageies of IQAC this has been achieved by the tree plantation drive, as well as tree adaptation by the staff and students. The college has rainwater harvesting unit, STP plant for water recycling, solar panels for cost-effective heating, VRF system for air-conditioning, and compost generating plant. In addition, several energy saving projects are being pursued.
- Green Initiatives, Academic Audit, Environment and Energy Audit, Activity Calendar are some of the best practices adopted.
- Special attention is provided towards sports to encourage female students to participate in sports activities. Sports facility of the college has been enhanced drastically. The college gymnasium has now many new types of equipment including exercise machines like Treadmill, Cross Trainer,

Vibro Machine etc. Coaches are being appointed to train students for specific games like Yoga, KhoKho, Volleyball, Badminton, Chess etc. The college sports teams are doing well and winning many National Level/ State Level and Inter college competitions.

File Description	Document
Paste link for additional information	View Document

6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities (For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives)

Response:

The college firmly believes in review processes and reforms in its functioning to facilitate improved teaching-learning. The IQAC of the college has implemented traditional as well as new age reforms and review mechanisms have been put in place to ensure quality teaching and learning. Some of them are:

- The strong infrastructure has enabled the expansion in student strength approximately from 700 to 1700. This has consequently lead to increase in faculty strength from 45 to over 100 and non teaching staff from approximately 50 to 100.
- An efficient system for identifying and addressing grievances is in place. The IQAC has always insisted on feedback as a means to not only measure but also ensure effective teaching-learning in the college. Student feedback on infrastructure, administration and faculty members is taken. The analysis for the same has proper mechanism and is in place. A Departmental Feedback Committee has also been formed in this respect by the various departments of the college to identify problems related to availability of books, teaching etc. The IQAC has also placed a suggestion box in the college premises so as to invite suggestions from all the stakeholders.
- Apart from this to support students in examination related area, there is a provision for remedial classes. Result analysis is done at the end of each semester and inter-college result comparison is done using SGPA/CGPA. Frequent evaluation and interaction is one of the core areas through which the college ensures effective teaching and learning. This takes the form of Internal Assessments (IA), assignments, classroom response, frequent tests and teacher-student interaction throughout the year. The traditional method of curriculum-based monitoring also helps the students. Each department keeps track of student performance and attendance.
- Student industry interaction via seminars and conferences, alumni meets etc has increased. Industry internships though not part of curriculum are encouraged. Faculty and student exchange programmes are also a part of it.
- The college believes that students need to be engaged outside the traditional modes as well. In this direction the IQAC under its aegis assists in regular Conferences/ Workshops/ Seminars/ Webinars/ Talks/ Alumni interactions/ Educational trips, etc. Hands-on expertise and knowledge transfer is assured for students by exposing them to latest technology, industrial trips, in-house projects at reputed organizations. To prepare students for research in their respective fields the college also

provides training of tools required for research as per the curriculum. Short term courses for career counselling and counselling sessions are also provided.

- IQAC has encoraged various short term courses like German and Urdu language which has benefitted the students.

6.5.3 Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
2. **Collaborative quality intitiatives with other institution(s)**
3. **Participation in NIRF**
4. **any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

Response: A. All of the above

File Description	Document
Upload e-copies of the accreditations and certifications	[View Document](#)
Upload any additional information	[View Document](#)
Institutional data in prescribed format(Data template)	[View Document](#)
Paste web link of Annual reports of Institution	[View Document](#)

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Measures initiated by the Institution for the promotion of gender equity during the last five years.

Response:

Safety and Security

The college has a very active Women Development Cell (WDC) – "Anubhuti" which regularly organizes various programs on prevelent gender bias, awareness on gender equity, women's safety and security etc. Students are apprised of legal rights of women to prepare them to face crime or violence at home or workplace. NSS and WDC have conducted several self-defense workshops to train the girls with necessary skills. In addition, movies are screened and competitions are held on women related issues. Women helpline numbers are displayed in all prominent areas of the college. Proctorial Board, WDC and NSS work together to ensure safety of students and staff. A DTC bus facility has been started exclusively for girls and staff of the college which plies on route number 33 between college and Bhajanpura to ensure students are not subjected to inappropriate behavior while travelling. CCTV cameras have been installed in the college premises for security and saftey. Food Committeee looks into health and hygiene matters of the college canteen and hostel mess. There is zero tolerance to ragging on campus. Anti-ragging Committee and senior students ensure that no newly enrolled student is subjected to ragging. Female guards are stationed at strategic locations in the college premises. UGC guidelines and ordinances of University of Delhi are strictly followed.

Counselling

Young students at the college receives training for life skills. This involves stress management and mental health issues which are discussed with eminent psychologists. The college organized an interactive seminar on managing stress and mental health on 27th September 2016 in collaboration with ACTOZEN. The issues addressed included body positivity, stress, and mental health. The students were made aware of the mobile app named Zena that helps in counselling students. The college also organized stress management workshop with Women's Initiative for Liberation Growth and Action (WILGA) held on 14th March 2016. Eminent clinical psychologist from PGIMER, RML hospital, yoga and meditation experts were among the panelists. In the workshop the students were apprised of biological and clinical manifestation of stress followed by management and behavioral issues of stress. Recognizing the value of mental health and the need for counselling of students. The college has appointed a full-time counselor Dr. Astha Jain to address anxiety and mental stress related issues of students, faculty and non-teaching staff. Psychology Department of the college in its endeavor in maintaining good mental health has established students' society "Ehsaas" that regularly addresses mental health issues by organizing seminars, workshops etc.

Additional Facility

There are several common areas in the campus which includes a large area adjoining the canteen. In addition, college has a large amphitheater and two student society rooms. The hostel has a well-equipped recreation room and a visitor's room. It provides a safe and secure campus without any ragging. The hostel has a warden and a junior duty assistant who are available to solve problems of hostellers and

help in carrying out smooth functioning of the hostel activities.

File Description	Document
Specific facilities provided for women in terms of: a. Safety and security b. Counselling c. Common Rooms d. Day care center for young children e. Any other relevant information	[View Document](#)
Annual gender sensitization action plan	[View Document](#)

7.1.2 The Institution has facilities for alternate sources of energy and energy conservation measures

1. **Solar energy**
2. **Biogas plant**
3. **Wheeling to the Grid**
4. **Sensor-based energy conservation**
5. **Use of LED bulbs/ power efficient equipment**

Response: C. 2 of the above

File Description	Document
Geotagged Photographs	[View Document](#)
Any other relevant information	[View Document](#)

7.1.3 Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)

- **Solid waste management**
- **Liquid waste management**
- **Biomedical waste management**
- **E-waste management**
- **Waste recycling system**
- **Hazardous chemicals and radioactive waste management**

Response:

For sustainable development of the college all the waste generated in the campus is properly segregated and disposed. Solid and semi-solid organic waste from garden, canteen and hostel mess is fed into the composting unit in college premises to produce manure. Vermi-composting pits are also maintained in the campus. Paper waste is utilized by the students for craft work, paper mache and rest is systematically recycled. The college has signed an MOU with JAGRUTI Waste Paper Recycling Services for recycling of waste paper.

Liquid waste is managed by sewage treatment plant that has been installed in the college at the backyard of the main ground which collects waste water from administrative, academic and hostel blocks and is recycled to usable water. This is then mainly used for playground aeration, watering plants and flushing toilets.

Biomedical waste is properly autoclaved and then added to plastic bags, fastened with rubber bands and disposed in the separate dustbins.

E-waste in the campus is jointly collected by students of Department of Physics and Department of Electronics which is then disposed by dispatching to vendors and companies that deal with e-products. Department of Physics has started a unique drive to properly manage and dispose e-waste and is called "e-rase your e-waste". E-waste Society of the Physics Department collected 43 Kg of e-waste and handed it over to Greeniva Recycler Pvt. Ltd. for crushing it in an environment friendly manner.

Hazardous chemicals in all science departments are handled with extreme care under the supervision of technical assistants and faculty. Radioactivity is not used for carrying out any experiment at the undergraduate level. College follows strict protocols and guidelines issued by the government from time to time.

The college organised a one-week National Para-Teaching Staff Skill Enhancement Workshop (PTSSEW 2017) from 15th -21st December 2017; jointly sponsored by UGC, IEEE Delhi chapter and DBT Star College Scheme. Technical hands-on sessions on Chemical Inventory Management, Safety in Lab and Repair and Maintenance of Analytical Instruments were organised by eminent academicians and industry persons. This enhanced the waste disposal skills of the laboratory staff. It was attended by forty-three participants from various parts of India.

File Description	Document
Geotagged photographs of the facilities	[View Document](#)
Relevant documents like agreements/MoUs with Government and other approved agencies	[View Document](#)
Any other relevant information	[View Document](#)

7.1.4 Water conservation facilities available in the Institution:

1. Rain water harvesting
2. Borewell /Open well recharge
3. Construction of tanks and bunds
4. Waste water recycling
5. Maintenance of water bodies and distribution system in the campus

Response: B. 3 of the above

File Description	Document
Geotagged photographs / videos of the facilities	View Document
Any other relevant information	View Document

7.1.5 Green campus initiatives include:

1. **Restricted entry of automobiles**
2. **Use of Bicycles/ Battery powered vehicles**
3. **Pedestrian Friendly pathways**
4. **Ban on use of Plastic**
5. **landscaping with trees and plants**

Response: Any 4 or All of the above

File Description	Document
Geotagged photos / videos of the facilities	View Document
Any other relevant documents	View Document

7.1.6 Quality audits on environment and energy regularly undertaken by the Institution and any awards received for such green campus initiatives:

1. **Green audit**
2. **Energy audit**
3. **Environment audit**
4. **Clean and green campus recognitions / awards**
5. **Beyond the campus environmental promotion activities**

Response: C. 2 of the above

File Description	Document
Reports on environment and energy audits submitted by the auditing agency	View Document
Any other relevant information	View Document

7.1.7 The Institution has disabled-friendly, barrier free environment

1. **Built environment with ramps/lifts for easy access to classrooms.**
2. **Disabled-friendly washrooms**
3. **Signage including tactile path, lights, display boards and signposts**
4. **Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment**
5. **Provision for enquiry and information : Human assistance, reader, scribe, soft copies of**

reading material, screen reading

Response: E. None of the above

File Description	Document
Geotagged photographs / videos of the facilities	[View Document](#)
Any other relevant information	[View Document](#)

7.1.8 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 500 words).

Response:

Various programs and visits have been conducted by the college for students which focus on not only in enhancing their professional capacity but also to bring socio-economic and cultural variety to the forefront. They inculcate scientific temperament and sensitize towards development and innovation in various fields relating them to the needs of the society. Heritage walks are organized to historical places educating them about India's rich cultural traditions with scientific perspective. Entrepreneurship programs are executed which aim to develop their innovative skills. Talks by eminent judges and lawyers educate students and staff about the constitutional provisions and values. College believes in respecting students from all religions and celebrates festivals like Diwali, Christmas, New Year etc. with equal vigor and enthusiasm. Students of all religious faiths are treated equally and religious virtues are respected in an unbiased fashion. SPIC MACAY society invites distinguished celebrities from all religious faiths to perform, promote and popularize Indian culture in field of dance, music and theatre in the college. Students irrespective of their religious background unitedly participate in Swachh Bharat Abhiyan, cleanliness drive, blood donation camps etc. Urdu academy conducts classes on campus for students desirous of developing proficiency in the language. In addition, international languages such as French and German classes are also conducted in college. The college has Ek Bharat Shrestha Bharat (EBSB) club actively working for inculcating unity in diversity. Under this initiative EBSB club of SRCASW has conducted several activities to promote culture, traditions, language, folk dance, music and cuisines of North Eastern part of India.

ENACTUS believes in equal rights and opportunities, therefore choose to make this world amiable for the LGBTQIA+ community and underprivileged women by initiating *"Project Pehchaan"*. This project has imparted vocational skills to its beneficiaries and launched two marketing brands namely *"Sehej"* for barley oat cookies and *"Kashida"* for apparels and jewellary.

The college has been selected as the participating institution under Unnat Bharat Abhiyan through a challenge mode application. The students along with the faculty have been working hard to fulfil the goals set before them like positive transformational change by adopting rural communities. Students of our college have adopted slums in neighboring villages like Kondli, Dallupura and Kalyanpuri. They collect and distribute basic commodity items and carry out cleanliness drives in these areas. The students are also conducting classes and educating underprivileged women and children of these villages. There is a minimal use of one time plastics within the campus and the students are also sensitizing people in the slums and motivating them to boycott the use of plastics.

The North-East cell of the college aims to promote the spirit of fraternity and unity in diversity as a step towards national integration by amalgamating lessor known cultures and traditions of north eastern states into the mainstream. Students and faculty of Sikkim visited our college in April 2017 under the scheme Ek Bharat Shrestha Bharat students exchange programme. Students from different states and cultural background take admission in the college to enrich it.

File Description	Document
Any other relevant information.	View Document
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View Document

7.1.9 Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).

Response:

The college lays significant stress on responsibilities, duties and rights as enshrined in the constitution. A vigilance week was celebrated from 29th October to 3rd November 2018 where all stake holders were sensitized and motivated to weed out corruption from our country. Ekta Diwas, birthday of Sardar Vallabhbhai Patel is celebrated as Unity Day on 31st of October every year and several competitions on national integration are organized like article writing, rangoli making etc. Vigilance awareness, anti-corruption pledge is conducted every year on 31st October. 75th anniversary of Quit India Movement, also known as August Kranti Andolan, was celebrated on 9th August 2017. On this day talks were organized, students and staff took pledge to free the country from problems like communalism, casteism, corruption and create a "New India" by 2022.

The college conducts computer literacy program for under-privileged children. This program was started in October 2015 by Department of Computer Science in association with Galaxy Master Classes and Manav Ujjval Samaj Samiti. Utthan program was initiated in association with NGO Sankalp Hamara for encouraging under privileged children to learn mathematics. Student's visits to old age home and orphanage are organized. Leaflets were circulated by Department of Microbiology on highlighting importance of microbes in daily life. Workshop on wonders of science for school children of class 6th to 8th were conducted by the college as a part of the outreach activity under DBT Star College Scheme. These programmes helped in bridging the socio-economic and cultural gap that is prevailing in our country. Vittiya Saksharta Abhiyan workshop, for cashless transaction was conducted on 12th December 2016.

Youth Parliament is a non-profit, non-political, support and learning organization committed to developing uninhibited expression of young people, with the aim of sustaining a platform that enables the youth to be effective and expressive agents of change. Youth Parliament competitions are held each year by Ministry of Youth Affairs and the college participates in these competitions. On 29th January 2019, a debate competition was organized on topics – India sets global narratives on terrorism, India sets global narratives on economic offenders, India sets global narratives on climate change. Khelo India, a gateway for

budding sports persons to make a mark, 74 students of our college participated in this event. Electoral Literacy Club organized a camp on 6th September 2018 for students to make them understand the election procedure. EVM machines were set up and students were shown how this process works. Ninety Four NSS volunteers took a voter's awareness oath to register and vote wisely in the election. The college also organized an electoral verification programme on 20th September 2019. A seminar on meaning and importance of constitution was organised to celebrate 70th Constitution Day on 26th November 2019. Prime Minister's address to students is web-casted each year in the college auditorium. **"Pariksha Par Charcha"** session is also web-casted where students are encouraged to ask questions and share stress relieving techniques with the Prime Minister of India.

File Description	Document
Any other relevant information	View Document
Details of activities that inculcate values; necessary to render students in to responsible citizens	View Document

7.1.10 The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.

1. **The Code of Conduct is displayed on the website**
2. **There is a committee to monitor adherence to the Code of Conduct**
3. **Institution organizes professional ethics programmes for students, teachers, administrators and other staff**
4. **Annual awareness programmes on Code of Conduct are organized**

Response: B. 3 of the above

File Description	Document
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims.	View Document
Code of ethics policy document	View Document
Any other relevant information	View Document

7.1.11 Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).

Response:

The college makes consistent efforts to mould the students into responsible citizens. In this direction, the college celebrates national festivals and anniversaries of great Indian personalities with active participation

of students, faculty and non- teaching staff. Every year college organizes flag hoisting ceremony and cultural programmes on 15th August, the Independence Day. Prominent memorials celebrated by our college include Rajguru Day-the birth anniversary of Shaheed Shivram Hari Rajguru on the 24th August every year. A cultural program highlighting life and contributions of Shaheed Rajguru Ji are organized. Shri Satyasheel Rajguru, the great grandson of Shaheed Shivram Rajguru was the chief guest in 2019. He shared some personal experiences of the great freedom fighter, known only to a few living souls on the Rajguru Day celebration.

On 5th September each year we celebrate Dr. Sarvepalli Radhakrishnan's birthday as teacher's day exhibiting strong values of Guru - Shishya Parampara. Students specially organise cultural events to convey their appreciation to the teacher community. Swami Vivekananda centenary celebrations were conducted in 2017, when saints from Ramakrishna Mission imparted moral values to our students through thought provoking lectures. Students enthusiastically celebrate the festival of Diwali by organizing a Diwali Mela in college premises. Christmas is also celebrated with great enthusiasm. NSS Day is celebrated every year in which various events are organized in the college comprising of the poster making, blood donation camp, eyesight checking camp, followed by the cleanliness drive in and around the college campus along with a street play competition organized by the NSS volunteers. Cleanliness drive under Swachh Bharat Abhiyan has been organized by the college where it has adopted nearby slums to promote cleanliness and hygiene among the inhabitants. International yoga day is celebrated each year on 21st June where faculty, staff and students participate in yoga and meditation. A months workshop is organised as a precursor for celebrating Yoga Day each year. World Environment Day is celebrated by the Eco - Club by organising specific programmes related to the environment. Women Development Cell celebrates Women's Day on 8th March every year.

File Description	Document
Geotagged photographs of some of the events	View Document
Any other relevant information	View Document
Annual report of the celebrations and commemorative events for the last five years	View Document

7.2 Best Practices

7.2.1 Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Response:

Best Practice 1: Eco-friendly Practices of the college for Inculcating Green and Clean Environment

Objectives of the Practice

Environmental awareness ethos by creating an understanding of sustainable living and conservation of resources. Pravridhi the eco-club incorporates these concepts, through mutual collaborations with other environmental societies, organizations, institutions and NGOs.

- It recognizes the significance and the pivotal role of the students and staff in safeguarding future sustainability.
- It empowers students in solving the environmental crisis through participation in different environmental activities and projects.
- It promotes the ethos of the conservation of resources by optimizing their use and minimizing wastage.
- It provides the platform to influence and engage young minds and staff in promoting sound environmental behaviour.

The Context

PRAVRIDHI- Eco Club of Shaheed Rajguru College of Applied Sciences for Women was established in 2005 by a group of teachers and motivated students. It is a part of the National Green Corps program undertaken by the Ministry of Environment and Forests, Government of India, 2001.

The Practice

Pravridhi undertakes various activities, like organizing workshops, seminars, inter/intra-college competitions like debates, lectures and talks on various environmental issues, as mentioned below.

Tree Plantation Drive: Every year college organizes a 'tree plantation drive' in and around the campus. SRCASW maintains a herbal garden on its premises for creating awareness and educating the importance of herbal plants. It also maintains the indigenous composting pits. The "Plant of The Week" campaign helps in sensitizing the students and staff about the importance of the plant in context.

Conservation of Resources: The college focuses on minimizing the wastage of resources like water by preventing its overflow from the tanks. It maintains underground rain water harvesting tanks for collecting rain water that is utilized for irrigating the playground, gardens and for re-charging the ground water table.

Waste Reduction and Management: The college discourages the use of plastic bags, plastic items and encourages the right way for waste disposal. It participates in recycling activity like paper-recycle by connecting with NGOs. It barters wastepaper, scraps from the college in exchange for stationery items made from recycled paper like spiral pads, paper pencils etc.

Awareness Programs and Campaigns: It includes various activities on environmental issues to educate students about the re-use of waste material, adopting a sustainable lifestyle and for managing resources. For instance, an online awareness campaign was organized on "Prevention of Ozone Hole" during the COVID-19 pandemic to sensitize students and teachers in realizing their role in protecting the ozone layer. An awareness campaign was conducted to disseminate a message for not using synthetic manja/thread for kite flying, on occasions like Makar Sankranti, Independence Day and Pongal. On other occasions like Diwali students were motivated and sensitized for not using crackers and fireworks. They were also discouraged to use horn, mikes, loudspeakers and various audio equipment. This helps in controlling air

and noise pollution. The Eco Club also organises various environmental activities on Eco Day.

Mutual Collaborations with Different Eco-clubs: Pravridhi, eco-club encourages collaborations with other eco-clubs, environmental societies and environment organisations of different colleges. This helped in creating environmental awareness in students and public outside the college. Students of the club have conducted campaigns, drives, field activities in collaboration with different NGOs. The college has presently collaborated with the eco-clubs and NSS units of more than 40 colleges across University of Delhi.

Evidence of Success

The college has a variety of ornamentals plants, fruit trees, several herbal and wild varieties of plants on the campus. More than 50% of the total area of the college is under green cover. Recognizing the planned tree plantation and extensive greenery, the college has been awarded a Green Campus Award on International Women's Day in 2017. The drives and awareness programs on resource management and recycling have limited the use of plastics within the college. For instance, the plastic utensils used in the college canteen, have been completely replaced by steel utensils. Pravridhi, has also helped in increasing the participation of the students and has enhanced their observation in understanding the various environmental issues. On various occasions like World Environment Day and World Tiger Day, talks were delivered by ecologist Vijay Dhasmana (Restoration of Aravalli Biodiversity Park) and wildlife photographer Ms. Latika Nath (the conservation of wildlife and tigers), respectively. This has motivated students and enhanced their understanding on wildlife and bio-diversity.

Problems Encountered and Resources Required

Due to the heavy academic workload in science courses and time constraint, faculty and students face difficulty in integrating environmental activities within their regular academic schedule.

There is also a need to increase the existing infrastructure and financial support for the up-gradation of the waste water treatment plant. To inculcate the conservation of resources, we need to install more solar panels, rainwater harvesting plants and biogas plants.

Best Practice 2 - Skill Enhancement through collaborative learning.

Objectives of the Practice

The college not only imparts subjective and classroom knowledge but also aims at creating an atmosphere conducive for enhancing the skills of the students. It encourages higher-level thinking through innovative and creative learning. The college in its pursuit of holistic development offers various programs by collaborating with organizations like CISCO, IGNOU, Langma School of Languages. Collaborations with reputed research institutions like DBT, THSTI and Chandigarh University, enhance scientific knowledge among students. Innovative ideas and projects are realized by students under the guidance of the Enterprenureship Development Cell. The college offers international and national collaborations through MOUs and agreements.

The Context

Since its inception, the college has promoted international and national collaborations in various

disciplines. The college encourages exchange programs with international universities in various disciplines through ERASMUS. National collaborations include Entrepreneurship Development (ED) Cell and MHRD Innovation Cell (MIC), National Innovation and Start-Up Policy (NISP), University Distance Learning and Certificate Programs like IGNOU, Chandigarh University, THSTI, Star DBT and CISCO Academy Learning Program.

The Practice

ERASMUS is an international collaborative program signed between Shaheed Rajguru College of Applied Sciences for Women and the European Union (EU), in the field of academics and sports for the holistic development of youth. The college became part of Erasmus by signing an agreement for two years (2017-2019) with the Silesian University, Faculty of Philosophy and Science in Opava, Czech Republic. The partner institute agreed to cooperate for the exchange of students and staff in the context of ERASMUS + program.

ED Cell was established in 2015 to inculcate innovation and entrepreneurship.

MIC: Ministry of Education, previously known as Ministry of Human Resource Development, has established the MHRDs Innovation Cell (MIC) to systematically and comprehensively nourish the intellect of innovation among the Higher Education Institutions (HEIs). MIC has come up with the idea of creation of Institution's Innovation Council (IIC) across selected HEIs. The IIC of the college aims at creating an integrated ecosystem for its students and faculty which stimulates an environment of innovation among them.

NISP: Ministry of Education in the year 2019 released a guiding framework for Higher Education Institutions (HEIs). The college was the selected HEI to have NISP implemented in 2020.

University Collaborations

IGNOU Program

The programs offered in the college are as follows:

- Certificate in Library and Information Sciences.
- Bachelor's in Library and Information Sciences
- Master's in Library and Information Sciences.
- Post Graduate Diploma in Library Automation and Networking.

Chandigarh University

The college has signed an MOU with Chandigarh University, Gharuan, Mohali for the innovation project "Assessment and Correlation of Air Quality Index of East Delhi region with vital respiratory parameters of college students" for mutual and technological cooperation.

Andhra Pradesh

The college has signed an MOU with St. Joseph's College for Women (autonomous), Visakhapatnam, Andhra Pradesh for skill development and outcome-based training for three years (May 2019 – May 2022).

THSTI, NCR-Faridabad

The college has collaborated with the Translational Health Science and Technology Institute (THSTI), NCR-Faridabad from 2017 to 2020. The Science Setu Programme of THSTI aims to contribute to the national goal of encouraging research and igniting bright young minds.

Star DBT

Three departments namely Instrumentation, Food Technology and Biomedical Science received Star College grant from DBT from 2014-2019.

CISCO Academy Networking Program

The Cisco Local Academy offers training for the CCNA (Cisco Certified Network Associate) certification. We have a fully functional CISCO laboratory equipped with CISCO routers, switches, simulation softwares and high-speed internet connection.

Language Courses

Multilinguilism has become more than just important since this helps to make connections with people and provide a better understanding. The college offers two language short term courses.

- German language in collaboration with the Langma School of Languages.
- Urdu language in collaboration with Urdu Academy.

Evidence of Success

The college takes privilege in successfully completing the activities that reflect its achievements towards imparting collaborative learning.

Our students have been awarded **seven gold** medals in last five academic years. Many students have received placement in different companies and organizations.

The college has been awarded 'Best Performing Academy for Exploratory Courses' in 2017 while conducting an IoT course with CISCO.

A team of 10 students from ED cell participated in the national entrepreneurship competition entitled "E-Summit" organized by IIT Bombay in February 2020. The competition encompassed 700 teams in total from all around the country and the college secured the 5th position while being the only women college to garner a top position.

In 2018-2019, a batch of 24 students completed their certified course in German Language. It continued with a second batch of 24 students from the college. Moreover, the certified course was also extended for the students from other colleges and institutes in both German and Urdu Languages (August 2018 - May 2019).

Problems Encountered and Resources Required

- Efficient marketing and networking of the services.
- Scaling up of the pilot project.
- Lengthy and time taking procedures for filing applications for projects and financial support.

File Description	Document
Best practices in the Institutional web site	[View Document](#)

7.3 Institutional Distinctiveness

7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

"There is no tool of development more effective than the empowerment of Women"

- Kofi Annan

Performance of the Institution - Women Empowerment

The distinctive area to our colleges' priority and thrust is women empowerment.

Academic Excellence - Education is the key factor for empowerment, prosperity, development and welfare of the women. The college has demonstrated its academic excellence in its ability to perform, achieve, and/or excel in scholastic activities. SRCASW has National Institutional Ranking Framework (NIRF) ranking 67 (in college category), all over India as provided by MHRD, Govt. of India in the year 2020. **Thirteen** academic university positions have been secured by students of various programmes. To fight against the socially prevalent gender biases, women have to struggle against the age-old system which requires enormous strength. Such a strength comes from education which in turn socially empowers the women.

Social Empowerment - Social empowerment is understood as the process of developing a sense of autonomy and self-confidence in oneself towards social issues.

College successfully runs Computer Literacy Program (CLP) in collaboration with Manav Ujjwal Samaaj Samiti, Kondli especially for women of the underprivileged sections of the society. This program helps women to become self-reliant and confident in using the latest technologies in their day-to-day life and also make them suitable for the jobs wherein basic computer literacy is a pre-requisite. CLP volunteers receive "Letter of Appreciation" for the programme every year as a motivation.

Enactus refers to entrepreneurial actions for the transgender community. Enactus believes in equal rights and opportunities and therefore, chooses to make this world amiable for the LGBTQIA+ community and under-privileged women by initiating Project Pehchaan.

Under Project Pehchaan members of the LGBTQIA+ community are made self-sustainable by training and educating them with vocational skills free of cost. They have developed two marketing brands namely "*Sehej*" for *bajra oat cookies* and "*Kashida*" for *apparels and jewellary*. The business model named Sehej was selected in a national level B plan competition in the first round and forwarded to MSME for final approval.

Skill Development - The Entrepreneurship Development (ED) Cell was established in the college on 9th October 2015. It aims to inculcate, enrich and nurture the entrepreneurial environment in the college. A team of ten students from ED Cell of our college participated in the National Entrepreneurship competition entitled "E-Summit" organized by IIT-Bombay on February 2020 and secured the fifth position. Our college was the only women college in the advanced category to garner a top position.

The college has also been awarded a technology business incubator named as Pravartak in the year 2018 and with the virtue of which the ED-Cell has organized the National Level Business Plan Competition on March 27th, 2019 which involved the participation of students from colleges not only limited to Delhi-NCR but pan-India as well.

Ministry of Education (previously known as Ministry of Human Resource Development has established "MHRD's Innovation Cell (MIC)" to systematically and comprehensively nourish the intellect of innovation among the Higher Education Institutions (HEIs). MIC created the 'Institution's Innovation Council (IIC) across selected Higher Education Institutions (HEIs). Shaheed Rajguru College of Applied Sciences for Women is one of the selected HEIs. The college has established Institution's Innovation Council (IIC) that conducts various innovation and entrepreneurship related activities, workshops and seminars.

Women Rights - The college strives hard for empowering women, inculcating a spirit of professionalism along with the essence of service among young girl students. Women Development Cell (WDC) and NSS of the college is dedicated in spreading awareness about women's issues, their rights and empowering the women through its various workshops, seminars and other activities. More than 50 programmes have been organized in the past five years in college by WDC and NSS to promote consciousness among women about their rights.

Collaborations - College has National and International collaborations, Department of Biomedical Science has collaborated with Translational Health Science and Technology Institute (THSTI) for 3 years (April 2017 to March 2020) under Science Setu program initiated by Department of Biotechnology, govt. of India for promotion of research aptitude in students.

International collaboration includes Erasmus which is the EU (Europe Union) Programme in the fields of academics and sports for youth for collaborative development during the period 2014-2021. The Erasmus project is a collaboration with the Silesian University, Faculty of Philosophy and Science in Opava, Czech Republic.

SRCASW has also collaborated with St. Joseph's College for Women (Autonomous), Vishakhapatnam, Andhra Pradesh, India for skill development, outcome-based training and research.

Environmental Issues - The college is considerate in realizing the pivotal role of the women in bringing awareness about environmental issues. The college values and understands the importance of involving women in protecting the environment, as it would help develop the sense of responsibility needed to maintain a good balance between human beings and natural resources. In its attempt to assess the role of women in conservation and promotion of environment along with suitable strategy, the college has an eco-club that actively organises activities for the same. The college has a remarkable green cover, herbal garden, composting units, wastewater treatment units that are maintained and managed by the students and staff members of the college. The college is rewarded with a Green Campus Award on International Women's Day in the year 2017. Moreover, as a women's college, it has represented itself by implementing plantation drives, waste management drives, 'say no to the crackers' drive etc. The college regularly organizises talks by eminent environmentalists to inspire and motivate the women.

File Description	Document
Appropriate web in the Institutional website	[View Document](#)

5. CONCLUSION

Additional Information :

The IQAC of the college has been continuously assessing and evaluating its grey areas during the 2nd NAAC Accreditation Cycle. During this process it has been able to make significant improvements towards its growth and development.

All aspects relating to the academic recharging and empowerment of the faculty are facilitated by the institution. A significant number of the faculty is involved in research and a few are pursuing Ph.D. Approximately twenty scholars have registered for Ph.D. and M.Phil under the guidance of nine faculty members of the college from various universities. Patents have also been awarded to some faculty members of the college. The college is also providing training and internships to M.Sc. students from different universities. A number of faculty members of the college are actively involved in creation of ICT mediated teaching learning pedagogy and content and development of new and innovative courses and curricula. Dr. Radhika Bakhshi from Department of Biomedical Science has contributed e-content for 3 modules in e-PG Pathshala Biophysics course.

Various new labs viz. Psychology, Mathematics, Chemistry, Research and Bioinformatics Labs were setup during the 2nd NAAC Accreditation Cycle. Keeping in consideration student welfare, locker facility is available for all students. Professional trainers have been associated for various students' cultural societies to polish and give wings to the creative aspects of students.

The college has future plans to go for National Innovation and Start up Policy (NISP) to support the Atam Nirbhar Bharat Abhiyaan initiated by Government of India.

The college runs an IGNOU study centre for library and information sciences program. It is one of the most reputed study centers of the country. Nearly 3,000 students have been trained till date.

The online mode of teaching and learning adopted during ongoing Covid -19 led lockdown facilitated national and international knowledge sharing at a minimal cost. Regular online counselling sessions were organized by our psychologist to take care of psychological well being of students and staff members. Funds were raised by the faculty to provide financial support to students affected during the lock down.

Concluding Remarks :

Shaheed Rajguru College of Applied Sciences for Women, a constiuent college of University of Delhi, provides a vibrant academic ambience. Our mission is fulfilled through implementation of a timely upgraded curriculum to meet the requirements for higher education, research and industry. The institution with its distinct vision, mission and objectives has played an important role in the holistic growth of students. Modern tools and facilities for the classroom, global standard laboratories, adequate self learning resources, timely training for faculty and staff, certification programmes and other measures are means for this purpose. The research initiatives, project based experiential learning, industry-academia collaborations and extension and outreach programmes by the institution have promoted research culture and establishment of good association with the academic community and industries. Various student societies are instrumental in the overall development of its students in terms of exploring their extracurricular talent.

On the whole, the college is maintaining a balanced ecosystem of academic excellence, research, innovations and extension and thus is making a niche in the global academic community.

The journey is never ending. There's always gonna be growth, improvement, adversity; you just gotta take it all in and do what's right, continue to grow, continue to live in the moment.

-Antonio Brown

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification
1.2.3	**Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years** 1.2.3.1. **Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years** Answer before DVV Verification: _(table A)_ Answer After DVV Verification : _(table B)_
1.3.2	**Average percentage of courses that include experiential learning through project work/field work/internship during last five years** 1.3.2.1. **Number of courses that include experiential learning through project work/field work/internship year-wise during last five years** Answer before DVV Verification: _(table C)_ Answer After DVV Verification : _(table D)_ Remark : as per extended matrix 1.1
3.1.1	**Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)** 3.1.1.1. **Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)** Answer before DVV Verification: _(table E)_

1.2.3 — Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
146	66	25	0	97

1.2.3 — Answer After DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
112	56	25	0	43

1.3.2 — Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
344	286	192	164	108

1.3.2 — Answer After DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
339	281	192	153	108

3.1.1 — Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
14.72030	4.72030	22.16930	22	90

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
14.72030	4.72030	22.16930	22	68

Remark : As per proof provided by the HEI

3.2.1	**Number of papers published per teacher in the Journals notified on UGC website during the last five years** 3.2.1.1. **Number of research papers in the Journals notified on UGC website during the last five years.** Answer before DVV Verification: 	2019-20	2018-19	2017-18	2016-17	2015-16
39	33	30	11	8 | Answer After DVV Verification : | 2019-20	2018-19	2017-18	2016-17	2015-16
20	26	27	11	8 | Remark : as per proof provided
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3.2.2	**Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years** 3.2.2.1. **Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year-wise during last five years** Answer before DVV Verification: 	2019-20	2018-19	2017-18	2016-17	2015-16
23	22	7	17	32 | Answer After DVV Verification : | 2019-20	2018-19	2017-18	2016-17	2015-16
23	22	6	17	32 | Remark : as per proof provided
3.3.3	**Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., during the last five years (including Government initiated programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. and those organised in collaboration with industry, community and NGOs)**

3.3.3.1. **Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
29	36	19	18	10

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
13	8	3	5	3

Remark : as per data provided by the HEI

3.3.4	**Average percentage of students participating in extension activities at 3.3.3. above during last five years**

3.3.4.1. **Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
2061	3306	1198	934	423

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
52	60	54	54	52

Remark : as per supporting document provided by the HEI

4.1.4	**Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)**

4.1.4.1. **Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
34.24	136.04	15.66	70.23	90.19

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16

| 24.36 | 126.50 | 15.67 | 28.61 | 90.19 |

Remark : as per data provided by HEI

4.4.1	**Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)**

4.4.1.1. **Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year-wise during the last five years (INR in lakhs)**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
264.47	291.11	236.72	190.63	191.52

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
191.52	232.24	236.70	300.65	274.34

Remark : as per data provided by the HEI

5.1.3	**Capacity building and skills enhancement initiatives taken by the institution include the following**

1. **Soft skills**
2. **Language and communication skills**
3. **Life skills (Yoga, physical fitness, health and hygiene)**
4. **ICT/computing skills**

Answer before DVV Verification : A. All of the above
Answer After DVV Verification: B. 3 of the above
Remark : as per input provided by the HEI

5.1.4	**Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years**

5.1.4.1. **Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
1537	1174	1059	609	310

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
327	46	50	45	32

Remark : as per input provided by the HEI

5.2.1	**Average percentage of placement of outgoing students during the last five years**
	5.2.1.1. **Number of outgoing students placed year - wise during the last five years.**
	Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
109	13	38	14	0

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
89	13	34	11	0

Remark : as per input provided by the HEI

5.2.2	**Average percentage of students progressing to higher education during the last five years**
	5.2.2.1. **Number of outgoing student progressing to higher education.**
	Answer before DVV Verification : 637
	Answer after DVV Verification: 384
	Remark : as per input provided by the HEI

5.2.3	**Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)**
	5.2.3.1. **Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) year wise during last five years**
	Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
32	21	6	34	3

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
28	16	6	23	3

5.2.3.2. **Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State**

government examinations) year-wise during last five years

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
210	120	75	90	15

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
210	120	75	90	15

Remark : as per data provided by the HEI

5.3.1	**Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.**

5.3.1.1. Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) year-wise during the last five years.

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
65	65	46	31	17

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
00	00	00	00	00

5.3.3	**Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)**

5.3.3.1. Number of sports and cultural events/competitions in which students of the Institution participated year-wise during last five years

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
89	70	49	34	24

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
17	15	18	13	11

Remark : a per input provided by the HEI

6.3.2	**Average percentage of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the last five years.** 6.3.2.1. **Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
2	4	1	2	9

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
1	4	2	2	5

Remark : as per data & proof provided

6.3.3	**Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years** 6.3.3.1. **Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff year-wise during the last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
7	5	5	6	3

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
4	3	3	3	0

Remark : as per input provided by the HEI

6.3.4	**Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).** 6.3.4.1. **Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course year-wise during the last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
38	4	6	7	5

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
35	2	4	7	5

Remark : as per HEI input

7.1.2	**The Institution has facilities for alternate sources of energy and energy conservation measures** 1. **Solar energy** 2. **Biogas plant** 3. **Wheeling to the Grid** 4. **Sensor-based energy conservation** 5. **Use of LED bulbs/ power efficient equipment** Answer before DVV Verification : B. 3 of the above Answer After DVV Verification: C. 2 of the above	
7.1.7	**The Institution has disabled-friendly, barrier free environment** 1. **Built environment with ramps/lifts for easy access to classrooms.** 2. **Disabled-friendly washrooms** 3. **Signage including tactile path, lights, display boards and signposts** 4. **Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment** 5. **Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading** Answer before DVV Verification : A. Any 4 or all of the above Answer After DVV Verification: E. None of the above	
7.1.10	**The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.** 1. **The Code of Conduct is displayed on the website** 2. **There is a committee to monitor adherence to the Code of Conduct** 3. **Institution organizes professional ethics programmes for students, teachers, administrators and other staff** 4. **Annual awareness programmes on Code of Conduct are organized** Answer before DVV Verification : A. All of the above Answer After DVV Verification: B. 3 of the above	

2.Extended Profile Deviations

ID	Extended Questions
1.1	**Number of courses offered by the Institution across all programs during the last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
344	286	192	164	108

Answer After DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
339	281	192	153	102

2.3	**Number of outgoing / final year students year-wise during last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
582	270	199	382	44

Answer After DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
604	286	205	410	44

3.2	**Total Expenditure excluding salary year-wise during last five years (INR in Lakhs)**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
298.7090501	427.1568250	252.3720109	260.8604126	281.7159767

Answer After DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
298.71	427.16	252.37	260.86	281.72